

TO: Criminal Justice Committee
Board of Commissioners

FROM: McCarter A. Griffis, Director
Isabella County 911 & Emergency Management

DATE: August 26, 2021

RE: **Request to sign the Central Square No Cost Change Order in Reference to Q-13848**
For the Work Session Agenda on September 7, 2021.

BACKGROUND

This is a NO COST upgrade for the Paging Interface that is used to communicate with all Fire and Media departments.

ALTERNATIVES

1. Sign the Change Order.
2. Do not sign the Change Order.

FINANCIAL IMPACT

No Cost.

OTHER CONSIDERATIONS

This is a necessary step for Isabella County Central Dispatch to proceed with the timelines for implementation of training and go-live date before the end of this year. It is required to page all Fire Departments and the Media.

RECOMMENDATIONS

Consider approving the Change Order in reference to Q-13848 from CentralSquare Technologies for CAD Paging Interface, and authorizing the Board Chair to sign the same.

ATTACHMENTS

Change Order – Q13848



Change Order

Quote prepared on:

August 26, 2021

Quote prepared by:

Shelly Lyle

shelly.lyle@centsquare.com

Quote #: Q-52880

Quote prepared for:

Marc Griffis

Primary Quoted Solution: PSJ Pro

Isabella County Central Dispatch

Quote expires on: August 31, 2021

2010 East Preston Street

Change Order in reference to: Q-13848

Mount Pleasant, MI 48858

(989) 621-2726

Thank you for your interest in CentralSquare. CentralSquare provides software that powers over 8,000 communities. More about our products can be found at www.centsquare.com.

WHAT SOFTWARE IS INCLUDED?

PRODUCT NAME	QUANTITY	UNIT PRICE	DISCOUNT	TOTAL
CAD Priority SMS	1			Included
Paging				
Subscription Core (Agency Site License) Annual				
Subscription Fee				
CAD Priority SMS	1			Included
Paging				
Subscription Core Annual				
Subscription Fee				

QUOTE SUMMARY

Quote Subtotal	3,500.00 USD
----------------	--------------

Discount	- 2,513.42 USD
----------	----------------



Change Order

Quote prepared on:

August 26, 2021

Quote prepared by:

Shelly Lyle

shelly.lyle@centsquare.com

Quote Total

986.58 USD

BILLING INFORMATION

Fees will be payable within 30 days of invoicing.

Please note that the Unit Price shown above has been rounded to the nearest two decimal places for display purposes only. The actual price may include as many as five decimal places. For example, an actual price of \$21.37656 will be shown as a Unit Price of \$21.38. The Total for this quote has been calculated using the actual prices for the product and/or service, rather than the Unit Price displayed above.

Prices shown do not include any taxes that may apply. Any such taxes are the responsibility of Customer. This is not an invoice.

For customers based in the United States or Canada, any applicable taxes will be determined based on the laws and regulations of the taxing authority(ies) governing the "Ship To" location provided by Customer on the Quote Form.

PAYMENT TERMS

License Fees & Annual Subscriptions

- 100% Due Upon Contract Execution

Contract Startup

- 100% Due Upon Contract Execution

Hardware & Third-Party Software

- 100% Due Upon Contract Execution

Services

- Fixed Fee: 100% Due Upon Completion
- Time & Material: Due as Incurred
- Services Bundle: Fixed Fee, 100% Due Upon Execution

Third-Party Services

- Fixed Fee: 50% Due Upon Contract Execution; 50% Due Upon Completion

Travel & Living Expenses

- Due as Incurred



Change Order

Quote prepared on:

August 26, 2021

Quote prepared by:

Shelly Lyle

shelly.lyle@centsquare.com

PURCHASE ORDER INFORMATION

Is a Purchase Order (PO) required for the purchase or payment of the products on this Quote Form? (Customer to complete)

Yes [] No []

Customer's purchase order terms will be governed by the parties' existing mutually executed agreement, or in the absence of such, are void and will have no legal effect.

PO Number: _____

Initials: _____

Isabella County Central Dispatch

Signature: _____

Name: _____

Date: _____

Title: _____

Summary of Services

Project: Isabella County Central Dispatch, MI - Add CAD Priority SMS Paging Interface – Annual Subscription (Q-52880)

The parties mutually agree and acknowledge this Summary of Services is a high-level overview of the project requested, not a detailed requirements or design of solution.

Project Scheduling

Parties agree a schedule will be provided for services within sixty (60) days from the execution of the above quote number.

Change Requests

CAD Priority SMS Paging Subscription is a standard Pro Suite interface. Any custom changes beyond the scope of the interface that are requested by a third-party agency and/or client will require a change request to be completed. The parties may request a change to this summary of services, to increase hours or deliverables, through a written request to the CentralSquare project manager or resource.

Services Scope of Project

The project includes the following scope of services.

Isabella County Central Dispatch, MI (Client) is responsible to be the primary point of contact with the third-party agencies and provide Subject Matter Experts (SMEs) familiar with existing data structures to assist with the interface process and to test the interface.

CentralSquare will work with the Client to establish a connection between the third-party CAD Priority SMS Paging Subscription and the Central Square CAD Pro. This is a one-way interface from Pro CAD to Priority SMS. This interface allows pages (messages) to be sent to individuals and groups via SMS directly from Pro CAD. The connection to the Priority SMS interface is set up by CentralSquare.

CentralSquare Consultant will assist the client to configure, connect and test the interface. CentralSquare is not responsible for any training on third party applications.

Client acknowledges that this change order covers CentralSquare's part of the CAD Priority SMS Paging Subscription and acknowledges that they are responsible for any third-party costs associated with the interface.

Project Management

Even in smaller, less complex projects, there needs to be a point of contact and someone driving a project to successful completion. CentralSquare's Implementation Methodology ensures a project has the right amount of oversight needed to successfully complete the work, no more no less. A CentralSquare Project Manager will be your point of contact for the scoped work with you to develop a timeline to meet your needs, drive the timeline to completion, work to resolve any issues that may arise during the life of the project, all while keeping you up to date so you have the peace of mind your project is on track for a successful completion



Professional Services

Throughout the course of the project, CentralSquare will use several types of services (defined herein) to complete the necessary steps for successful deployment of the contracted services. The overall services aligned to implementation include Consulting Services, Technical Services, Data Conversion Services, Training Services, and in some cases, Installation Services.