

Contract / Leases / Agreements / Grants Form

This is	New	<input checked="" type="checkbox"/>	Renewal		Filling this out on a computer? Please type an X into the appropriate box.	
This is a Grant	Yes	<input checked="" type="checkbox"/>	No		If you marked YES this needs to go through Grant Review.	
This is an	Agreement	_____	Contract	<input checked="" type="checkbox"/>	Lease	_____
Name of Entity who Contract / Lease / Agreement / Grant is with		Michigan State Police				
Project Name		Livescan Printer				
Attorney Review		All Contracts / Leases / Agreements / Grants must have Attorney Review and approval through the Commissioner's Office.				
Insurance Review		All Contracts / Leases / Agreements / Grants must have appropriate insurance coverage per the attached list. It is the Department Heads responsibility to make sure that all requirements are met and listed on the insurance certificate.				
Total Amount		\$ \$1140.00				
Organization Match		\$ 0				
County Match		\$ 0				
Future Budget Commitment		\$ \$110 This should include ongoing maintenance fees/subscriptions, etc.				

(after year 2. This is optional, but recommended)

I have reviewed and approved this Contract / Lease / Agreement / Grant and attached appropriate insurance:

	5/26/2022
The Department Head Requesting	Date Signed

GRANT REVIEW COMMITTEE APPROVAL:

County Clerk:		Date Signed:	5/27/22	I am requesting a meeting
County Treasurer:		Date Signed:	5-27-22	I am requesting a meeting
Finance Chairman:		Date Signed:	6/6/22	I am requesting a meeting

5/6/2022

Please do NOT mark below this line



INTEROFFICE USE ONLY

Date Received:	Date Sent for Attorney Review:
Attorney Approval Received:	Insurance Received:



ALPENA COUNTY SHERIFF'S OFFICE

Sheriff Erik W. Smith · 4900 M32 W · Alpena, Michigan 49707
Phone (989) 354-9830 · Fax (989) 354-9868 · www.alpenasheriff.com

May 26, 2022

Attn: Grant Review Committee
Alpena County Courthouse
720 W Chisholm St
Alpena, MI 49707

Dear Grant Review Committee:

We have been selected by the Michigan State Police to receive a grant to purchase a printer that will connect to our Livescan fingerprinting machine. In 2021, we took impressions on approximately 150 ink print clients. Traditional ink prints are an antiquated process; they are messy and they do not provide the quality of digital Livescan fingerprints. Purchasing this printer means we will now take impressions digitally on the Livescan fingerprint machine and will then print them onto the supplied card. This will be a major improvement, as the quality will be so much better for our clients.

The grant from the Michigan State Police will cover the entire cost of the printer, including shipping. There will be a maintenance agreement beginning in year 2 for the cost of \$110.00. This is optional, but our office is recommending the purchase. We have spoken with IT Director, Steve Mousseau, and he felt comfortable working that cost into the budget.

Sincerely,

A handwritten signature in blue ink that reads 'Kat Tomaszewski'.

Kat Tomaszewski
Administrative Assistant

A handwritten signature in black ink that reads 'Erik W. Smith'.

Erik W. Smith
Sheriff