

MEMORANDUM OF UNDERSTANDING
Between the
MICHIGAN DEPARTMENT OF CORRECTIONS
And
ALPENA COUNTY

THIS MEMORANDUM OF UNDERSTANDING is entered into by the Michigan Department of Corrections (MDOC), whose address is 206 East Michigan Avenue, Lansing, MI 48933, and Alpena County, whose address is 720 West Chisholm Street, Alpena, MI 49707.

The Parties, for the considerations specified in this Agreement, agree to the following terms and conditions:

Introduction

Pursuant to Public Act 232 of 1953, MCL 791.223a(5), "All rents, contractual services, supplies, materials and equipment which are a county responsibility on the effective date of this subsection, shall continue to be a county responsibility." In compliance with this, Alpena County is providing a multi-function device (MFD) to be used by the Michigan Department of Corrections (MDOC) Probation/Parole Office located at 703 West Chisholm Street, Alpena, MI 49707. This device is a Xerox WorkCentre 5335 printer/copier/scanner/fax, Serial Number AE93383.

Term of Agreement

Effective Date: June 1, 2019

End Date: May 31, 2020

This MOU may be renewed for three additional one year terms upon the mutual agreement of the Parties.

Consideration

There is no remuneration for this MOU as it is for the mutual benefit of the Parties.

Obligations of MDOC

MDOC and Alpena County agree that this device will be installed as a networked device on the State of Michigan (SOM) network and it will be set up to use all major functions (printer, copier, fax, and scanner). It will be used by the staff at the Alpena Probation and Parole Office. MDOC agrees to install a data line and maintain the network to allow for full functionality of the MFD.

Obligations of Alpena County

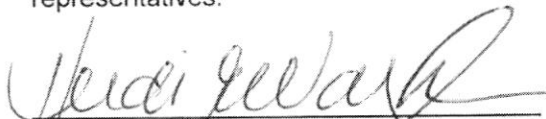
The County agrees to provide/pay for any supplies for this device and maintenance support of the MFD. MDOC understands that this MFD will be maintained by Michigan Office Solutions (MOS) as it is a leased machine.

Because sensitive data with personal information will occasionally be processed on this device and because this device has a hard drive (minimum 160 GB Hard Drive), the State requires that this Hard Drive be cleared of any image(s) of data (wiped) before the device leaves the Probation/Parole Office for any reason. As part of this MOU, the County is to perform a secure DOD 5 pass wipe on any MFD taken out of service. MDOC is to be notified in writing when the MFD has been successfully wiped.

Termination

This Agreement may be terminated by any party, at any time, for any reason by giving prior written notice to the other party.

IN WITNESS WHEREOF, the Parties have executed this agreement by their duly authorized representatives:



Heidi E. Washington, Director
Michigan Department of Corrections

8/16/19

Date

Brad McRoberts
Alpena County Commissioner
Board Chairman

Date
