



GENESEE COUNTY

M I C H I G A N

Genesee County Public Works Committee Agenda

Wednesday, September 17, 2025

5:30 PM

324 S. Saginaw St., Auditorium

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

[RES-2025-2330](#) Approval of Meeting Minutes – September 3, 2025

IV. PUBLIC COMMENT TO COMMITTEE

V. COMMUNICATIONS

VI. OLD BUSINESS

VII. NEW BUSINESS

1. [RES-2025-2214](#) Approval of an agreement between Genesee County and OnBase, in an amount not to exceed \$197,747.94, to provide document imaging and work flow for various county departments; the term of this agreement is October 1, 2025 through October 31, 2026; the cost of this agreement will be paid from the accounts listed
2. [RES-2025-2257](#) Approval of a purchase order to Bunzl Distribution for the fiscal year ending 2026, in an amount not to exceed \$65,000.00, to provide janitorial supplies at various Genesee County buildings; the cost of this purchase order will be paid from the accounts listed
3. [RES-2025-2258](#) Approval of a purchase order to various vendors for the fiscal year ending 2026, in an amount not to exceed \$70,000.00 to provide for the purchase of tires at Genesee County's Motor Pool; the cost for this purchase will be paid from account 6610-234.00-757.000

VIII. OTHER BUSINESS

IX. ADJOURNMENT



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2330

Agenda Date: 9/17/2025

Agenda #:

Approval of Meeting Minutes - September 3, 2025



GENESEE COUNTY

— M I C H I G A N —

Genesee County Public Works Committee Meeting Minutes

Wednesday, September 3, 2025

5:30 PM

324 S. Saginaw St., Bryant "BB"
Nolden Auditorium

I. CALL TO ORDER

Commissioner Avery called the meeting to order at 8:20 PM.

II. ROLL CALL

Present: James Avery, Beverly Brown, Delrico J. Loyd and Shaun Shumaker

Absent: Brian K. Flewelling

III. APPROVAL OF MINUTES

[RES-2025-2232](#) Approval of Meeting Minutes – August 13, 2025

RESULT: APPROVED

MOVER: Beverly Brown

SECONDER: Shaun Shumaker

Aye: Vice Chair Avery, Commissioner Brown,
Commissioner Loyd and Commissioner Shumaker

Absent: Chairperson Flewelling

IV. PUBLIC COMMENT TO COMMITTEE

V. COMMUNICATIONS

VI. OLD BUSINESS

VII. NEW BUSINESS

1. [RES-2025-2090](#) Approval of a request by Genesee County's Drain Commissioner to sell parcel 06-19-300-022 to Fenton Township

RESULT: REFERRED

MOVER: Beverly Brown

SECONDER: Delrico J. Loyd

Aye: Vice Chair Avery, Commissioner Brown,
Commissioner Loyd and Commissioner Shumaker

Absent: Chairperson Flewelling

VIII. OTHER BUSINESS

IX. ADJOURNMENT

The meeting was adjourned at 8:21 PM.



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2214

Agenda Date: 9/17/2025

Agenda #: 1.

To: Brian K. Flewelling, Public Works Committee Chairperson

From: Michael Dawisha, CIO

RE: Approval of 13-month renewal of OnBase with I3 Verticals (Imagesoft)

BOARD ACTION REQUESTED:

Approval of 13-month renewal OnBase with i3Verticals (Imagesoft)

BACKGROUND:

OnBase is the document imaging and workflow system that is a critical tool that departments rely on for daily operations. It is used across many County departments, including Payroll, Friend of the Court, all Courts (67th District and Circuit), Human Resources and Retirement, among others.

DISCUSSION:

Renewing the OnBase license is critical to maintaining uninterrupted access to our enterprise content management system, which underpins many of the County's daily operations. OnBase integrates directly with our existing applications, enabling automated workflows, secure document storage, and rapid retrieval of records. The system supports compliance by enforcing retention schedules and audit trails, while role-based security ensures only authorized staff have access to sensitive data. Without renewal, departments would face workflow disruptions, data accessibility issues, and potential compliance risks. Continuity of licensing also ensures we maintain vendor support, version upgrades, and security patches, which are essential for keeping the system stable, optimized, and resilient against emerging threats.

IMPACT ON HUMAN RESOURCES:

There is no immediate impact to Human Resources; however, failing to renew the service would directly affect their ability to complete daily activities.

IMPACT ON BUDGET:

This is a planned renewal not to exceed \$197,747.94; paid from FY26 - 1010-228.01-933.001 = \$182,267.67 and prepaid expense account 1010-228.01-123.00 = \$15,480.27. The renewal will start October 1, 2025, ending on October 31, 2026.

IMPACT ON FACILITIES:

There is no impact on Facilities.

IMPACT ON TECHNOLOGY:

Reviewed by IT.

CONFORMITY TO COUNTY PRIORITIES:

Renewing OnBase supports the County's priorities by maintaining secure and efficient services that protect resident data (Healthy, Livable & Safe Communities) while sustaining long-term financial stability through continued cost savings and operational efficiencies.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IS RESOLVED, by this Board of County Commissioners of Genesee County, Michigan, that the request by the Chief Information Officer to authorize an expenditure, in the form of a purchase order, to i3-Verticals Imagesoft, for the 13-month renewal period of OnBase commencing October 1, 2025, through October 31, 2026, at a cost not to exceed \$197,747.94 to be paid from account 1010-228.01-933.001 for FY 2026 in the amount of \$182,267.67 and from prepaid expense account 1010-228.01-123.00 in the amount of \$15,480.27, is approved (a copy of the memorandum request and supporting documentation being on file with the official records of the September 17, 2025 meeting of the Public Works Committee of the Board), and the Chairperson of this Board is authorized to execute any contract documents on behalf of Genesee County.



i3-ImageSoft, LLC an i3Verticals Company

ImageSoft
200 W. 2nd St.
582
Royal Oak, MI 48068

ES-MaintenanceRenewals@i3verticals.com

Maintenance Invoice

Date	Maintenance
8/21/2025	MAIN5838

Maintenance Period:
10/1/2025 - 10/31/2026

Genesee County, Michigan
1101 Beach Street, Room 239

Flint, MI 48502-1517

P.O. No.	Due Date	Rep
PROFORMA	9/30/2025	TZARZYCKI

Item	Description	Qty	Serial Number	Maint. End Date	Cost	Total
OnBase Software						
OB-ADHOCSCAN	ONBASE UNITY 'AD-HOC SCANNING"	1		10/31/2026	\$0.00	\$0.00
OB-AEMPI2-R	OnBase Enterprise Application Enabler Maintenance	1		10/31/2026	\$15,904.70	\$15,904.70
OB-AMMPW1-R	OnBase Agenda and Meeting Minutes Maintenance	1		10/31/2026	\$1,590.47	\$1,590.47
OB-BSMPW1-R	OnBase Bar Code Recognition Server Maintenance	1		10/31/2026	\$1,590.47	\$1,590.47
OB-CLMPW1-R	OnBase COLD/ERM Module Maintenance	1		10/31/2026	\$3,180.93	\$3,180.93
OB-CMIPI1	OnBase Configuration Migration Utility	1		10/31/2026	\$0.00	\$0.00
OB-CTMPC1-R	OnBase Concurrent Client (1-100) Maintenance	5		10/31/2026	\$432.35	\$2,161.75
OB-CTMPC1-R	OnBase Concurrent Client (1-100) Maintenance	21		10/31/2026	\$445.34	\$9,352.14
OB-CTMPN1-R	OnBase Named User Client Qty 1-100 Annual Maintenance	100		10/31/2026	\$222.68	\$22,268.00
OB-CTMPN2-R	OnBase Named User Client (101-200) Maintenance	1		10/31/2026	\$185.30	\$185.30

Item	Description	Qty	Serial Number	Maint. End Date	Cost	Total
OB-CTMPN2-R	OnBase Named User Client (101-200) Maintenance	79		10/31/2026	\$190.85	\$15,077.15
OB-DMMPI1-R	OnBase EDM Services Maintenance	1		10/31/2026	\$1,590.47	\$1,590.47
OB-DPMPW1-R	OnBase Document Import Processor Maintenance	1		10/31/2026	\$1,590.47	\$1,590.47
OB-DSMPI1-R	OnBase Distributed Disk Services - Maintenance	1		10/31/2026	\$1,590.47	\$1,590.47
OB-GV-B-MU2-ADMPI1-R	OnBase Local Government Document Composition	1		10/31/2026	\$2,260.98	\$2,260.98
OB-OBMPW1-R	OnBase Multi-User Server License Maintenance	1		10/31/2026	\$2,544.74	\$2,544.74
OB-OUTMPI1-R	OnBase Integration for Microsoft Outlook Maintenance	1		10/31/2026	\$1,590.47	\$1,590.47
OB-PTMPC1-R	OnBase Virtual Print Driver Maintenance	1		10/31/2026	\$1,590.47	\$1,590.47
OB-STIPI1	OnBase Status View	1		10/31/2026	\$0.00	\$0.00
OB-TIMPW1-R	OnBase Production Document Imaging (TWAIN) Maintenance	1		10/31/2026	\$1,590.47	\$1,590.47
OB-TIMPW2-R	OnBase Production Document Imaging (TWAIN) 2+ Maintenance	1		10/31/2026	\$926.49	\$926.49
OB-TIMPW2-R	OnBase Production Document Imaging (TWAIN) 2+ Maintenance	10		10/31/2026	\$954.30	\$9,543.00
OB-TRWKF1-C	OnBase Introduction to Workflow (Customer)	1		10/31/2026	\$0.00	\$0.00
OnBase Software						
OB-UFMPI1-R	Unity Forms Maintenance	1		10/31/2026	\$0.00	\$0.00
OB-UIMPI1-R	OnBase Unity Integration Toolkit Maintenance	1		10/31/2026	\$3,180.93	\$3,180.93
OB-UNMPI1-R	OnBase Unity Client Server Maintenance	1		10/31/2026	\$3,180.93	\$3,180.93
OB-WLMPC1-R	OnBase Workflow Concurrent Client SL (1-20) Maintenance	20		10/31/2026	\$699.80	\$13,996.00
OB-WLMPC2-R	OnBase Workflow Concurrent Client SL (21-50) Maintenance	30		10/31/2026	\$572.56	\$17,176.80

Item	Description	Qty	Serial Number	Maint. End Date	Cost	Total
OB-WLMPC3-R	OnBase Workflow Concurrent Client SL (51-100) Maintenance	26		10/31/2026	\$508.95	\$13,232.70
OB-WLMPN1-R	OnBase Workflow Named User Client SL (1-20) Maintenance	20		10/31/2026	\$445.34	\$8,906.80
OB-WTMPW1-R	OnBase Web Server Maintenance	1		10/31/2026	\$3,180.93	\$3,180.93
ImageSoft Software						
IS-ITFREN-M-R	ImageSoft iTiffRender Maintenance	1		10/31/2026	\$1,353.96	\$1,353.96
IS-ITIMER-M-R	ImageSoft iTimerManager Maintenance	1		10/31/2026	\$1,353.96	\$1,353.96
IS-TSIGN-CAL2-M-R	ImageSoft TrueSign (Integrated Electronic Signature) Maint.	88		10/31/2026	\$12.18	\$1,071.84
IS-TSIGN-M-R	ImageSoft TrueSign Custom Signature Module Maintenance	1		10/31/2026	\$2,707.91	\$2,707.91
Services						
IS-CUSTOMER CARE-R	ImageSoft Customer Care Package	1		10/31/2026	\$32,276.24	\$32,276.24
PLEASE NOTE: Per Hyland, there is no longer a grace period for renewal payment. Any renewals not paid by the expiration date will incur a 10% late fee.				Total: \$197,747.94		

Sales Tax has been calculated based on rates current as of invoice date. Customer is responsible for any tax increases based on payment date and for self-assessing any applicable taxes if none are collected.



CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)
11/03/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Southeast, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C No. Ext): 1-877-945-7378 E-MAIL: certificates@wtwco.com FAX (A/C No): 1-888-467-2378																					
INSURED i3-ImageSoft, LLC c/o i3 Verticals, LLC 40 Burton Hills Boulevard Suite No. 415 Nashville, TN 37215	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>National Fire Insurance Company of Hartford</td><td>20478</td></tr><tr><td>INSURER B:</td><td>Valley Forge Insurance Company</td><td>20508</td></tr><tr><td>INSURER C:</td><td>Continental Insurance Company</td><td>35289</td></tr><tr><td>INSURER D:</td><td>AIG Specialty Insurance Company</td><td>26883</td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	National Fire Insurance Company of Hartford	20478	INSURER B:	Valley Forge Insurance Company	20508	INSURER C:	Continental Insurance Company	35289	INSURER D:	AIG Specialty Insurance Company	26883	INSURER E:			INSURER F:		
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INSURER F:																						

COVERAGES

CERTIFICATE NUMBER: W36121425

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☒ LOC ☐ OTHER:	Y		7094673841	10/31/2024	10/31/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY			6079506563	10/31/2024	10/31/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE ☐ DED ☒ RETENTION \$ 10,000			6079506613	10/31/2024	10/31/2025	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☐	N/A	6079506594	10/31/2024	10/31/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Cyber/Professional E&O Liability			01-593-25-40	10/31/2024	10/31/2025	Limit \$5,000,000 Retention \$500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Genesee County is named as additional insured with respect to liability as required by written contract.

CERTIFICATE HOLDER**CANCELLATION**

Genesee County 1101 Beach St Flint, MI 48502	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03)

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SR ID: 26693619

BATCH: 3687219

Technology General Liability Extension Endorsement**1. ADDITIONAL INSURED**

- a. **WHO IS AN INSURED** is amended to include as an **Insured** any person or organization described in paragraphs **A. through K.** below whom a **Named Insured** is required to add as an additional insured on this **Coverage Part** under a written contract or written agreement, provided such contract or agreement:

(1) is currently in effect or becomes effective during the term of this **Coverage Part**; and

(2) was executed prior to:

(a) the **bodily injury** or **property damage**; or

(b) the offense that caused the **personal and advertising injury**,

for which such additional insured seeks coverage.

- b. However, subject always to the terms and conditions of this policy, including the limits of insurance, the Insurer will not provide such additional insured with:

(1) a higher limit of insurance than required by such contract or agreement; or

(2) coverage broader than required by such contract or agreement, and in no event broader than that described by the applicable paragraph **A. through K.** below.

Any coverage granted by this endorsement shall apply only to the extent permissible by law.

A. Controlling Interest

Any person or organization with a controlling interest in a **Named Insured**, but only with respect to such person or organization's liability for **bodily injury**, **property damage** or **personal and advertising injury** arising out of:

1. such person or organization's financial control of a **Named Insured**; or

2. premises such person or organization owns, maintains or controls while a **Named Insured** leases or occupies such premises;

provided that the coverage granted by this paragraph does not apply to structural alterations, new construction or demolition operations performed by, on behalf of, or for such additional insured.

B. Co-owner of Insured Premises

A co-owner of a premises co-owned by a **Named Insured** and covered under this insurance but only with respect to such co-owner's liability for **bodily injury**, **property damage** or **personal and advertising injury** as co-owner of such premises.

C. Grantor of Franchise

Any person or organization that has granted a franchise to a **Named Insured**, but only with respect to such person or organization's liability for **bodily injury**, **property damage** or **personal and advertising injury** as grantor of a franchise to the **Named Insured**.

D. Lessor of Equipment

Any person or organization from whom a **Named Insured** leases equipment, but only with respect to liability for **bodily injury**, **property damage** or **personal and advertising injury** caused, in whole or in part, by the **Named Insured's** maintenance, operation or use of such equipment, provided that the **occurrence** giving rise to such **bodily injury**, **property damage** or the offense giving rise to such **personal and advertising injury** takes place prior to the termination of such lease.

Technology General Liability Extension Endorsement

E. Lessor of Land

Any person or organization from whom a **Named Insured** leases land but only with respect to liability for **bodily injury, property damage or personal and advertising injury** arising out of the ownership, maintenance or use of such land, provided that the **occurrence** giving rise to such **bodily injury, property damage or the offense** giving rise to such **personal and advertising injury** takes place prior to the termination of such lease. The coverage granted by this paragraph does not apply to structural alterations, new construction or demolition operations performed by, on behalf of, or for such additional insured.

F. Lessor of Premises

An owner or lessor of premises leased to the **Named Insured**, or such owner or lessor's real estate manager, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** arising out of the ownership, maintenance or use of such part of the premises leased to the **Named Insured**, and provided that the **occurrence** giving rise to such **bodily injury or property damage**, or the offense giving rise to such **personal and advertising injury**, takes place prior to the termination of such lease. The coverage granted by this paragraph does not apply to structural alterations, new construction or demolition operations performed by, on behalf of, or for such additional insured.

G. Mortgagee, Assignee or Receiver

A mortgagee, assignee or receiver of premises but only with respect to such mortgagee, assignee or receiver's liability for **bodily injury, property damage or personal and advertising injury** arising out of the **Named Insured's** ownership, maintenance, or use of a premises by a **Named Insured**.

The coverage granted by this paragraph does not apply to structural alterations, new construction or demolition operations performed by, on behalf of, or for such additional insured.

H. State or Governmental Agency or Subdivision or Political Subdivisions – Permits

A state or governmental agency or subdivision or political subdivision that has issued a permit or authorization but only with respect to such state or governmental agency or subdivision or political subdivision's liability for **bodily injury, property damage or personal and advertising injury** arising out of:

1. the following hazards in connection with premises a **Named Insured** owns, rents, or controls and to which this insurance applies:
 - a. the existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoistaway openings, sidewalk vaults, street banners, or decorations and similar exposures; or
 - b. the construction, erection, or removal of elevators; or
 - c. the ownership, maintenance or use of any elevators covered by this insurance; or
2. the permitted or authorized operations performed by a **Named Insured** or on a **Named Insured's** behalf.

The coverage granted by this paragraph does not apply to:

- a. **Bodily injury, property damage or personal and advertising injury** arising out of operations performed for the state or governmental agency or subdivision or political subdivision; or
- b. **Bodily injury or property damage** included within the **products-completed operations hazard**.

With respect to this provision's requirement that additional insured status must be requested under a written contract or agreement, the Insurer will treat as a written contract any governmental permit that requires the **Named Insured** to add the governmental entity as an additional insured.

Technology General Liability Extension Endorsement**I. Trade Show Event Lessor**

1. With respect to a **Named Insured's** participation in a trade show event as an exhibitor, presenter or displayer, any person or organization whom the **Named Insured** is required to include as an additional insured, but only with respect to such person or organization's liability for **bodily injury, property damage or personal and advertising injury** caused by:
 - a. the **Named Insured's** acts or omissions; or
 - b. the acts or omissions of those acting on the **Named Insured's** behalf,in the performance of the **Named Insured's** ongoing operations at the trade show event premises during the trade show event.
2. The coverage granted by this paragraph does not apply to **bodily injury or property damage** included within the **products-completed operations hazard**.

J. Vendor

Any person or organization but only with respect to such person or organization's liability for **bodily injury or property damage** arising out of **your products** which are distributed or sold in the regular course of such person or organization's business, provided that:

1. The coverage granted by this paragraph does not apply to:
 - a. **bodily injury or property damage** for which such person or organization is obligated to pay **damages** by reason of the assumption of liability in a contract or agreement unless such liability exists in the absence of the contract or agreement;
 - b. any express warranty unauthorized by the **Named Insured**;
 - c. any physical or chemical change in any product made intentionally by such person or organization;
 - d. repackaging, except when unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
 - e. any failure to make any inspections, adjustments, tests or servicing that such person or organization has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products;
 - f. demonstration, installation, servicing or repair operations, except such operations performed at such person or organization's premises in connection with the sale of a product;
 - g. products which, after distribution or sale by the **Named Insured**, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for such person or organization; or
 - h. **bodily injury or property damage** arising out of the sole negligence of such person or organization for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:
 - (1) the exceptions contained in Subparagraphs **d.** or **f.** above; or
 - (2) such inspections, adjustments, tests or servicing as such person or organization has agreed with the **Named Insured** to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of the products.
2. This Paragraph J. does not apply to any insured person or organization, from whom the **Named Insured** has acquired such products, nor to any ingredient, part or container, entering into, accompanying or containing such products.



Technology General Liability Extension Endorsement

3. This Paragraph J. also does not apply:

- a. to any vendor specifically scheduled as an additional insured by endorsement to this **Coverage Part**;
- b. to any of **your products** for which coverage is excluded by endorsement to this **Coverage Part**; nor
- c. if **bodily injury** or **property damage** included within the **products-completed operations hazard** is excluded by endorsement to this **Coverage Part**.

K. Other Person Or Organization / Your Work

Any person or organization who is not an additional insured under Paragraphs A. through J. above. Such additional insured is an **Insured** solely for **bodily injury**, **property damage** or **personal and advertising injury** for which such additional insured is liable because of the **Named Insured's** acts or omissions.

The coverage granted by this paragraph does not apply to any person or organization:

1. who is specifically scheduled as an additional insured on another endorsement to this **Coverage Part**; nor
2. for **bodily injury** or **property damage** included within the **products-completed operations hazard** except to the extent all of the following apply:
 - a. this **Coverage Part** provides such coverage;
 - b. the written contract or agreement described in the opening paragraph of this **ADDITIONAL INSUREDS** Provision requires the **Named Insured** to provide the additional insured such coverage; and
 - c. the **bodily injury** or **property damage** results from **your work** that is the subject of the written contract or agreement, and such work has not been excluded by endorsement to this **Coverage Part**.

2. ADDITIONAL INSURED - PRIMARY AND NON-CONTRIBUTORY TO ADDITIONAL INSURED'S INSURANCE

- A.** The **Other Insurance** Condition in the **COMMERCIAL GENERAL LIABILITY CONDITIONS** Section is amended to add the following paragraph:

If the **Named Insured** has agreed in writing in a contract or agreement that this insurance is primary and non-contributory relative to an additional insured's own insurance, then this insurance is primary, and the Insurer will not seek contribution from that other insurance. For the purpose of this Provision 2., the additional insured's own insurance means insurance on which the additional insured is a named insured.

- B.** With respect to persons or organizations that qualify as additional insureds pursuant to paragraph 1.K. of this endorsement, the following sentence is added to the paragraph above:

Otherwise, and notwithstanding anything to the contrary elsewhere in this Condition, the insurance provided to such person or organization is excess of any other insurance available to such person or organization.

3. BODILY INJURY – EXPANDED DEFINITION

Under **DEFINITIONS**, the definition of **bodily injury** is deleted and replaced by the following:

Bodily injury means physical injury, sickness or disease sustained by a person, including death, humiliation, shock, mental anguish or mental injury sustained by that person at any time which results as a consequence of the physical injury, sickness or disease.

4. BROAD KNOWLEDGE OF OCCURRENCE/ NOTICE OF OCCURRENCE

Under **CONDITIONS**, the condition entitled **Duties in The Event of Occurrence, Offense, Claim or Suit** Condition is amended to add the following provisions:

A. BROAD KNOWLEDGE OF OCCURRENCE

Instructions

1. On the "Split" tab; Update Cell E4 to be the period ending in which costs need to be separated.
2. Enter the start and end dates of the item that needs to be separated in Cells C8 (start) and D8 (end).
3. Enter the amount to be split in cell H4.
4. The template will calculate a proper split for the time frame and amount in question into the appropriate periods.

Tips:

Information should only be entered into yellow cells.

Using this file and attaching it or a PDF of it to any split invoice for prepaid or year end answers.
If you have any questions or issues with this template please contact fiscal services.

arated.

nd E8 (end) respectively.

o Cells H8 and H10

wers a lot of questions in advance.

Fiscal Year End	9/30/2026	Total Amount	\$ 197,747.94
Old Fiscal	New Fiscal	Allocation	
10/1/2025	10/31/2026	Old Fiscal Year-Allocation	\$ 182,267.67
92%	8%	New Fiscal Year Allocation	\$ 15,480.27
100%			

FY26

FY27



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2257

Agenda Date: 9/17/2025

Agenda #: 2.

To: Brian K. Flewelling, Public Works Committee Chairperson

From: Raymond Zanke, Director of Facilities and Operations

RE: Approval of a purchase order to Bunzl Distribution for the fiscal year ending 2026, in an amount not to exceed \$65,000.00, to provide janitorial supplies at various Genesee County buildings; the cost of this purchase order will be paid from the accounts listed

BOARD ACTION REQUESTED:

Approve request for purchase order for Bunzl Distribution in the amount of \$65,000.00 for FYE2026.

BACKGROUND:

The Purchasing Department previously solicited proposals from various janitorial suppliers, based on requests from County departments. Through the evaluation process they determined the most cost-effective vendor to provide said services is Bunzl Distribution.

DISCUSSION:

The Facilities and Operations Department requests approval for a purchase order not to exceed \$65,000.00 to Bunzl Distribution for janitorial supplies for FYE 2026. This includes paper towel, toilet paper, soap, and hand sanitizer for use throughout the various county facilities. Approving this purchase order will ensure that we have a continuous supply of products to maintain our facilities.

IMPACT ON HUMAN RESOURCES:

None.

IMPACT ON BUDGET:

1010-265.00-763.000 = \$50,000.00

1010-267.00-763.000 = \$15,000.00

IMPACT ON FACILITIES:

Facilities and Operations will be able to continue to keep facilities supplied and operational.

IMPACT ON TECHNOLOGY:

None.

CONFORMITY TO COUNTY PRIORITIES:

This will help facilities to provide a healthy, livable, & safe community by making sure we are able to

keep our facilities running efficiently, providing safe working areas for employees and the public.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of County Commissioners of Genesee County, Michigan, that the request by the Director of Facilities and Operations to authorize an expenditure, in the form of a Purchase Order, to Bunzl Distribution to purchase various janitorial supplies for use throughout the various County facilities, at a total cost not to exceed \$65,000.00 to be paid from accounts 1010-265.00-763.000 (\$50,000.00) and 1010-267.00-763.000 (\$15,000.00), is approved (a copy of the memorandum request being on file with the official records of the September 17, 2025 meeting of the Public Works Committee of this Board).



Genesee County

Staff Report

Genesee County
Administration Building
324 S. Saginaw St.
Flint, MI 48502

File #: RES-2025-2258

Agenda Date: 9/17/2025

Agenda #: 3.

To: Brian K. Flewelling, Public Works Committee Chairperson

From: Raymond Zanke, Director of Facilities and Operations

RE: Approval of a purchase order to various vendors for the fiscal year ending 2026, in an amount not to exceed \$70,000.00 to provide for the purchase of tires at Genesee County's Motor Pool; the cost for this purchase will be paid from account 6610-234.00-757.000

BOARD ACTION REQUESTED:

Approval of tire purchases for FYE 2026.

BACKGROUND:

Annually, the county purchases tires for various vehicles within the fleet. Motor Pool uses various vendors who give us government pricing, but each vendor only carries certain tires we need for our fleet of vehicles.

DISCUSSION:

By approving this request it will ensure we have continuous supply of tires to maintain our vehicles.

IMPACT ON HUMAN RESOURCES:

None.

IMPACT ON BUDGET:

6610-234.00-757.000 = \$70,000.00 is a budgeted expense

IMPACT ON FACILITIES:

None.

IMPACT ON TECHNOLOGY:

None.

CONFORMITY TO COUNTY PRIORITIES:

This will help Motor Pool to be able to continue to provide services without interruptions helping keep a healthy, livable, and safe communities for Genesee County employees.

TO THE HONORABLE CHAIRPERSON AND MEMBERS OF THE GENESEE COUNTY BOARD OF COMMISSIONERS, GENESEE COUNTY, MICHIGAN

LADIES AND GENTLEMEN:

BE IT RESOLVED, by this Board of County Commissioners of Genesee County, Michigan, that the request by the Director of Facilities and Operations to authorize an expenditure in the form of Purchase Orders to various vendors to purchase tires as needed for the upcoming FYE 2026, in a total amount not to exceed \$70,000.00 to be paid from account 6610-234.00-757.000, is approved (a copy of the memorandum request being on file with the official records of the September 17, 2025 meeting of the Public Works Committee of this Board).