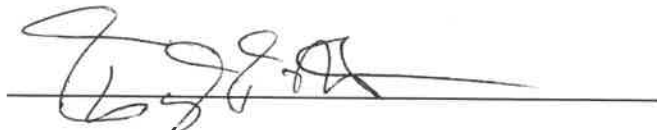


Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 09/18/2019	PREPARED BY: Josefina Guzman
ITEM: Consent Agenda	
ACTION(S) REQUESTED: Pass Resolution	
SUBJECT: Authorizing the WSU Franklin County Extension department to issue a purchase order to lease a Konica-Minolta Bizhub-C458 copier supplied by Abadan utilizing Konica-Minolta NASPO Contract #3091 and Washington Participating Addendum # 05214.	
FISCAL IMPACT: \$223.53 per month for 60 months (including tax). The funds to pay for the monthly lease payment will be from 020 – County Agent, line item 4501.	
BACKGROUND: The lease for the current copier in the WSU Franklin County Extension department is expiring on September 30, 2019. The new copier will be supplied by Abadan via Konica-Minolta NASPO Contract #3091 and Washington Participating Addendum # 05214. Under the NASPO Contract there is no lease to sign. The only requirement is the issuance of a purchase order.	
RECOMMENDATION: Recommend approval of the attached resolution authorizing the WSU Franklin County department to lease a new Konica-Minolta copier from Abadan via NASPO Contract #3091 and Washington Participating Addendum # 05214.	
COORDINATION: Tim Waters and Josefina Guzman	
ATTACHMENTS: Resolution and Purchase Order	
HANDLING / ROUTING: Original: WSU Franklin County Extension Copy: Information Services Department Copy: Abadan	

I certify the above information is accurate and complete.



Tim Waters, County Director
WSU Extension – Franklin County

FRANKLIN COUNTY RESOLUTION NO. _____

BEFORE THE BOARD OF COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON

**AUTHORIZING THE WSU FRANKLIN COUNTY EXTENSION DEPARTMENT TO
ISSUE A PURCHASE ORDER TO LEASE A KONICA-MINOLTA BIZHUB C458
COPIER SUPPLIED FROM ABADAN, THROUGH NASPO CONTRACT #3091**

WHEREAS, the WSU Franklin County Extension Department’s current copier lease will soon expire; and

WHEREAS, the WSU Franklin County Extension Director desires to issue a purchase order to lease a Konica-Minolta Bizhub C458 copier on a 60 month “Operating Lease” through NASPO Contract #3091 and Washington Participating Addendum # 05214

WHEREAS, the WSU Franklin County Extension Department is not required to enter into a lease agreement for said lease; and

WHEREAS, the cost per copy and supplies excluding paper are regulated by the referenced contract; and

WHEREAS, pursuant to RCW 36.0 1.010 and RCW 36.32.120 the legislative authority of each county is authorized to enter into contracts on behalf of the county and have the care of county property and management of county funds and business; and

WHEREAS, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and desires to authorize the purchase order as being in the best interest of Franklin County;

NOW, THEREFORE, BE IT RESOLVED the Franklin County Board of Commissioners hereby authorizes the WSU Franklin County Extension Department to issue a purchase order to Lease a Konica-Minolta Bizhub C458 copier through NASPO Contract #3091 and Washington Participating Addendum # 05214, to be paid utilizing funds from the County Agent Budget, Number 020, line item 4501 (Copier Lease).

APPROVED this ____ day of _____, 2019

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON

Chair

Attest:

Chair Pro Tem

Clerk to the Board

Member

WSU Franklin County Extension Office
 1016 N 4th Ave
 Pasco, WA 99301
 509-545-3511
 jguzman@co.franklin.wa.us

PURCHASE ORDER

Ordered From:

Konica Minolta Business Solutions
 C/O Abadan Attn: Windsor Orders
 500 Dayhill Road
 Windsor, CT 06095

Ship To:

WSU Franklin County Extension Office
 404 W Clark St
 Pasco, WA 99301

P.O. DATE	REQUISITIONER	PO #	F.O.B. POINT	TERMS
9/10/2019	T Waters			DUR

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	Ea	Bizhub C458 (60 Mo Lease) PC-415 2,500 Sheet Letter Drawer LU-302 Large Capacity Unit FK-514 Fax Kit WK-506 Work Table FS-536 + RU-513 50 Sheet Staple Finisher PK-520 2/3 Hole Punch Power Protection	\$205.83 mo	\$205.83 mo
			Subtotal	\$205.83 mo
Service Contract Cost per Copy Charge .0072 B&W .049 Color			Tax	17.70 mo
Includes all Supplies + Staples excludes paper Service rate valid 60 mo			Shipping & Handling	Inc
NASPO Contract # 3091 and Washington Participating Addendum # 05214 PE 0419168R012519			TOTAL	\$223.53 mo

- Please send one copy of your invoice.
- Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
- Please notify us immediately if you are unable to ship as specified.
- Send all correspondence to:
 WSU Franklin County
 Extension Office
 404 W Clark St
 Pasco, WA 99301
 509-545-3511
 jguzman@co.franklin.wa.us

Authorized by _____

Date _____