


Agenda Summary Report (ASR)

Franklin County Board of Commissioners

DATE SUBMITTED: 5/03/2021	PREPARED BY: Tiffany Deaton, Superior Court
Meeting Date Requested: 05/11/2021	PRESENTED BY: Tiffany Deaton, Superior Court
ITEM: (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board Time needed:	
SUBJECT: Resolution authorizing the Presiding Judge to sign the Purchase Reimbursement Agreement with the Washington State Administrative Office of the Courts.	
FISCAL IMPACT: None.	
BACKGROUND: The Washington State Administrative Office of the Courts has funding available for replacement computers. The Superior Court qualifies for 3 laptop computers, 3 printers, 2 desktop computers, and 2 monitors and 3 printers. Superior Court requests the Board of County Commissioners to allow the Presiding Judge of the Superior Court to sign a Purchase Reimbursement Agreement with the Washington State Administrative Office of the Courts for the purchase and reimbursement of 3 laptop computers, 3 printers, 2 desktop computers, and 2 monitors.	
RECOMMENDATION: Approve Resolution No. _____ and sign Purchase Reimbursement Agreement #PRA21001 between the Administrative Office of the Courts and Franklin County for reimbursement computer equipment.	
COORDINATION: Tiffany Deaton, Superior Court Administrator, reviewed the agreement for content. Jennifer Johnson, Chief Civil Deputy Prosecuting Attorney reviewed the agreement and approved as to form.	
ATTACHMENTS: (Documents you are submitting to the Board) Describe documents attached to this package. (Samples below) <ol style="list-style-type: none"> 1. Resolution 2. (1) original Purchase Reimbursement Agreement 	
HANDLING / ROUTING: Tiffany Deaton will forward a scanned copy of the executed Purchase Reimbursement Agreement to the Washington State Administrative Office of the Courts for their signature. The Administrative Office of the Courts will return a digital executed Purchase Reimbursement Agreement to Tiffany.	

I certify the above information is accurate and complete.



 Tiffany Deaton, Superior Court Administrator

FRANKLIN COUNTY RESOLUTION

**BEFORE THE BOARD OF THE COMMISSIONERS OF FRANKLIN COUNTY,
WASHINGTON;**

**IN THE MATTER OF THE REQUEST TO THE FRANKLIN COUNTY
COMMISSIONERS AUTHORIZING THE PRESIDING JUDGE OF THE COURT TO
SIGN THE PURCHASE REIMBURSEMENT AGREEMENT (#PRA21001) BETWEEN
THE WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS (AOC)
AND FRANKLIN COUNTY SUPERIOR COURT (CUSTOMER).**

WHEREAS, Tiffany Deaton, Superior Court Administrator, believes it is in the best interest of the Superior Court that the Purchase Reimbursement Agreement between the Washington State Administrative Office of the Courts and Franklin County Superior Court be approved and that the presiding judge of the court be granted the authorization to sign as presented for a term commencing upon signature and continuing in effect until June 30, 2021, or until termination as provided within the Purchase Reimbursement Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Franklin County Commissioners hereby authorize the Presiding Judge of the Superior Court to sign, on behalf of Franklin County Superior Court.

DATED this _____ day of _____, 2021.

FRANKLIN COUNTY BOARD OF COMMISSIONERS

Clint Didier, Chairman of the Board

Rocky Mullen, Chairman Pro Tem

Brad Peck, Board Member

Constituting the Board of County
Commissioners, Franklin County,
Washington.

ATTEST:

Clerk of the Board

Prepared by: T. Deaton

**PURCHASE REIMBURSEMENT AGREEMENT - PRA21001
BETWEEN
WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS
AND
FRANKLIN SUPERIOR COURT**

AOC Information Technology Primary Purchase Agreement (ITPPA) Number: IAA05940
Purchase Reimbursement Agreement (PRA) Number: PRA21001

1. Purpose

This PRA Number PRA21001 is executed by the Washington State Administrative Office of the Courts (AOC) and the Franklin Superior Court (CUSTOMER) pursuant to the terms and conditions of ITPPA Number IAA05940. The parties acknowledge they have read and understand the terms and conditions therein. All rights and obligations of the parties shall be subject to and governed by the terms of the ITPPA. This PRA sets forth the obligations of the parties with respect to AOC's reimbursement to the CUSTOMER of funds which have been expended by the CUSTOMER for the purchase of 3 printers, 2 desktop computers, 2 monitors, and 3 laptops.

2. Term and Termination

The term of the PRA is effective upon the date of execution by both parties through Wednesday, June 30, 2021. Termination of the PRA requires written notification to the other party. Extensions to the PRA can only be executed by the AOC, with written notification to the other party.

3. Responsibilities

3.1. The **AOC** will:

- 3.1.1. Provide specifications for the equipment covered by this agreement. (See Exhibit A).
- 3.1.2. Provide funds to reimburse the CUSTOMER for costs associated with the purchase of 3 printers, 2 desktop computers, 2 monitors, and 3 laptops, pursuant to Subsection 3.2 below. The funding provided by AOC shall be at a maximum the amount required for the purchase of the equipment meeting the provided specifications or the actual cost, whichever is lower. Should the CUSTOMER acquire equipment that exceeds the provided specifications, the CUSTOMER shall be responsible for that portion of the acquisition costs which exceeds the reimbursable amount as referenced above.

3.2. The **CUSTOMER** will:

- 3.2.1. Purchase equipment that meets the specifications referenced above. Install and maintain the equipment purchased under this PRA, including providing network connectivity to the new equipment as needed. It is possible that a new network line may need to be installed by the CUSTOMER to provide connectivity to the equipment covered by this PRA.

- 3.2.2. Be responsible for all costs not reimbursed by the AOC pursuant to Subsection 4 below.
- 3.2.3. Submit invoices to the AOC pursuant to Subsection 5 below.
- 3.2.4. Submit, with the invoice, a completed copy of the exhibit supplying the specifications of the purchased equipment in the last column.

4. Reimbursement Amount

The AOC will reimburse the CUSTOMER up to \$150 for each printer, \$700 for each desktop computer, \$150 for each monitor, and \$1,150 for each laptop, or the actual cost, whichever is lower. The actual cost shall include any tax and shipping costs incurred by the CUSTOMER.

5. Billing/Invoicing

Billing/invoicing will be in accordance with procedures outlined in the above-referenced ITPPA (IAA05940) and additional terms and conditions listed below.

6. Treatment of Assets and Property

CUSTOMER shall be the owner of any and all fixed assets or personal property jointly or cooperatively, acquired, owned, or disposed of pursuant to this PRA.

7. Modifications/Changes

This PRA may be modified at any time upon mutual written agreement of the parties. All such modification will be made as an amendment to the PRA and will take precedence over the original PRA.

8. Order of Precedence

If there is a conflict between this PRA and the above-referenced ITPPA, the conflict will be resolved by giving precedence first to this PRA and then to the ITPPA.

9. PRA Management

Unless otherwise indicated, all correspondence regarding this PRA should be directed to:

AOC Program Manager	Customer Program Manager
<p>Christine Winslow Infrastructure Project Coordinator Administrative Office of the Courts 1206 Quince St SE PO Box 41170 Olympia, WA 98504-1170 Christine.Winslow@courts.wa.gov 360-705-5249</p>	<p>Tiffany S. Deaton Administrator Franklin Superior Court 1016 N 4th Ave Pasco, WA 99301-3706 tiffany.deaton@co.benton.wa.us 509-736-3071</p>

10. Authorization/Acceptance

This PRA and the underlying ITPPA constitute the entire agreement between the parties and supersedes all other communication, written or oral, related to the subject matter of the PRA. Execution of this PRA by both parties constitutes an addendum to the underlying ITPPA, which remains in full force and effect, except as may be specifically modified and agreed to between the parties within this PRA. The parties hereby acknowledge and accept the terms and conditions of this PRA.

AGREED:

Administrative Office of the Courts

Franklin Superior Court

Signature

Date

Signature

Date

Phil Brady

Name

Name

AOC Contracts Manager

Title

Title

Approved as to form:

PROSECUTING ATTORNEY'S OFFICE



Staff Desktop PC Specifications		
COMPONENT	AOC REQUIREMENT	PURCHASED SYSTEM'S SPECIFICATIONS
Processor	Intel or AMD and may use a multi-core processor	
RAM	8 GB or more	
Hard Drive	250 GB or more	
Network Interface Card (NIC)	Ethernet minimum 10/100/1000	
Mouse	Standard MS compatible	
Keyboard	Standard MS compatible	
Operating System	Windows 7 (64-bit) or other latest release of Microsoft Windows for business use	
Monitor	17" flat panel monitor or bigger	

Judicial Officer's Laptop PC Specifications		
COMPONENT	AOC REQUIREMENT	PURCHASED SYSTEM'S SPECIFICATIONS
Processor	Mobile Intel Pentium or equivalent, including AMD Mobile Processor	
RAM	8 GB or more	
Hard Drive	125 GB or more	
Network Interface	Ethernet minimum 10/100/1000	
Operating System	Windows 7 (64-bit) or other latest release of Microsoft Windows for business use	
Display	14" or bigger	
Printer	No minimum specifications	