

# Kittitas County Juvenile Probation

## Agenda Staff Report

**AGENDA DATE:**

9/21/2010

**ACTION REQUESTED:**

Motion to approve Chair's signature to three adjusting documents, i.e. Agreement Payment Letter for Buyout; Addendum to Lease Agreement and Purchase Order for replacement copier.

**BACKGROUND:**

Kittitas County leased two copiers (multifunction printer devices) for Superior Court, Clerk and Juvenile Court use. These were to replace previous copiers. A larger copier did not have Fax function nor would it handle the volume of envelopes necessary for Clerk's business. The smaller machine would not scan to network. After considerable review process these documents are offered to provide working copiers for both offices.

**INTERACTION:**

Prosecuting Attorney's office reviewed the resolution and approved as to form.

**RECOMMENDATION:**

Sign the documents to allow moving forward to replacement and full implementation of both copiers.

**HANDLING:**

Please return two of each signed document to Mr. Holmes and maintain one copy for Kittitas County records.

**LEAD STAFF:**

William Holmes