

Kittitas County
Clerk

Agenda Staff Report

AGENDA DATE:

12/1/2009

ACTION REQUESTED:

Request to approve Purchase Reimbursement Agreement.

BACKGROUND:

In October, I was notified by the Administrative Office of the Courts that they would supply our office with two additional computers based on our staffing levels. Currently, of our seven computers only four are funded (even partially) by the State. Since some of our computers are on the rotation to be replaced in 2010 it appeared to be an opportune time for the state to fund two more units. The AOC Information Technology Primary Purchase Agreement (ITPPA) was entered in 2005 and is on file with the County Commissioners Office.

INTERACTION:

The request has been reviewed by Zera Holland Lowe of the Prosecuting Attorneys Office and approved. I have verified with the Auditor's Office that they do not need to review the agreement.

RECOMMENDATION:

I request the Chairman of the Board of County Commissioners or the Acting Chairman sign the agreement and authorize my signature on the same. The secretary of the Board will return them to me for further processing.

HANDLING:

I have supplied two originals of the Purchase Reimbursement Agreement. I have added a signature line for the Board of Commissioners. When the signed originals are returned to me, I will send both originals to the state office for their signature. They will return one to me. I will provide a copy to the auditor, I will keep a copy and I will provide the original to the Commissioners Office where it will reside.

LEAD STAFF:

Joyce Julsrud