

# Kittitas County Juvenile Probation

## Agenda Staff Report

**AGENDA DATE:**

2/2/2010

**ACTION REQUESTED:**

BOCC Chair sign and initial contracting documents as indicated on hard copies.

**BACKGROUND:**

The Superior Court, Clerk, Juvenile Court Services Office use two copy/printer/scanner/fax devices together. They have been leased for five years & need to be updated. Three vendors submitted various proposals. The final proposal is from the State Contract for such "Multifunction" devices. The Prosecutor and Sheriff's office are using the same leasing approach.

**INTERACTION:**

The Prosecuting Attorney's office reviewed the submission and had several documentation needs from the vendor which the vendor has met. The package is 77+ megabytes and can not be attached below due to its size. The package includes a copy of the State Contract, A letter from the vendor, Pinnell referencing the State Contract, Approval as to form signature documents from the Prosecutor's office and the obligating documents to obtain the machines.

**RECOMMENDATION:**

Request the Chair sign and initial the documents.

**HANDLING:**

Request 3 of the signed documents be returned to the JCA for distribution.

**LEAD STAFF:**

William Holmes