

# Agenda Summary Report (ASR)

## Franklin County Board of Commissioners

<b>DATE SUBMITTED:</b> 8/17/21	<b>PREPARED BY:</b> Diana Brown
<b>Meeting Date Requested:</b> <a href="#">Click here to enter text.</a>	<b>PRESENTED BY:</b> Tom French
<b>ITEM:</b> (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board <span style="margin-left: 400px;">Time needed:</span>	
<b>SUBJECT:</b> New Lease for Copier HAPO Center	
<b>FISCAL IMPACT:</b> Actual decrease to budget \$38.67 per month/\$464.04 per year	
<b>BACKGROUND:</b> The HAPO Center's current copier lease through Abadan is set to expire 8/4/21. The 60 month lease base rate is \$118.60 plus tax which includes 3,000 B&W cost per copy charge of .0073 and .05 for color. The copier serves as a printer, copier, scanner, and fax machine for staff at the HAPO Center.  This copier will be acquired through NASPO contract number #140597 WA State #06619. No lease document will be signed as we are only required to produce a signed purchase order.	
<b>RECOMMENDATION:</b> I recommend approval of the attached resolution authorizing the HAPO Center to acquire one Konic-Minolta Bizhub C300i copier to include the approximate cost per month of \$118.60 plus tax and copies from the WSCA contract number 06619. I further recommend the Chairman sign the attached purchase order for this copier.	
<b>COORDINATION:</b> Tom French, GM - HAPO Center	
<b>ATTACHMENTS:</b>  1) Resolution 2) Purchase Order	
<b>HANDLING / ROUTING:</b>  <b>Original:</b> Commissioners <b>Copy:</b> HAPO Center <b>Copy:</b> Information Services	

*I certify the above information is accurate and complete.*

  
\_\_\_\_\_  
Name, Title

**FRANKLIN COUNTY RESOLUTION \_\_\_\_\_**

BEFORE THE BOARD OF COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON

**RE: AUTHORIZING THE HAPO CENTER TO ISSUE A PURCHASE ORDER TO LEASE ONE KONICA-MINOLTA BIZHUB C554 COPIER SUPPLIED BY ABADAN, THROUGH NASPO CONTRACT #140597/06619**

**WHEREAS**, the HAPO Center desires to issue a purchase order to lease one Konica-Minolta Bizhub C554 copier on a 60 month Operating Lease through NASPO Contract #140597/06619 Washington Participating State.

**WHEREAS**, the HAPO Center 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 NASPO contract; and

**WHEREAS**, pursuant to RCW 36.01.010 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 for Franklin County and desires to enter into this agreement as being in the best interest of Franklin County;

**NOW, THEREFORE, BE IT RESOLVED** that the Franklin County Commissioners hereby authorize the HAPO Center to issue a purchase order to lease one Konica-Minolta Bizhub C300i copier through NASPO Contract #140597/06619.

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2021.

**BOARD OF COUNTY COMMISSIONERS  
FRANKLIN COUNTY, WASHINGTON**

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Chair Pro Tem

\_\_\_\_\_  
Member

**ATTEST:**

\_\_\_\_\_  
Clerk to the Board

Franklin County  
 1016 N 4th Ave  
 Pasco, WA 99301  
 509-546-5875  
 lcouples@co.franklin.wa.us

# PURCHASE ORDER

**Ordered From:**  
 KMBS c/o Abadan  
 79 Aaron Drive  
 Richland WA 99352

**Ship To:**  
 Franklin County  
 HAPO Center  
 6600 Burden Blvd  
 Pasco, WA 99301

P.O. DATE	REQUISITIONER	PO #	F.O.B. POINT	TERMS
8/9/2021				DUR

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL
1	AA2K013	Bizhub C300i (60 mo Lease)	\$95.20 mo	\$95.20 mo
1	AAV5019	PF-416 2,500 Sheet Paper Feed Drawer		
1	A883012	FK-514 Fax Kit		
1	A0W4WY3	WT-506 Worktable		
Service Contract .0078 B/W .05 Color CPC to include all Parts, Labor, Toner, and Staples (Does not include paper)			Subtotal	\$95.20
			Tax	8.18
			Shipping & Handling	Inc
NASPO Value Point Contract #140597 WA State # 06619			<b>TOTAL</b>	<b>\$103.38</b>

- 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:  
 Franklin County  
 Information Services  
 1016 N 4th  
 Pasco, WA 99301  
 509-543-5875  
 lcouples@co.franklin.wa.us

Authorized by \_\_\_\_\_

Date \_\_\_\_\_