

# Agenda Summary Report (ASR)

## Franklin County Board of Commissioners

<b>DATE SUBMITTED:</b> August 28, 2023	<b>PREPARED BY:</b> Jennifer Wagner, Facilities Director
<b>Meeting Date Requested:</b> September 6, 2023	<b>PRESENTED BY:</b> Jennifer Wagner, Facilities Director
<b>ITEM:</b> (Select One) <input checked="" type="checkbox"/> Consent Agenda <input type="checkbox"/> Brought Before the Board Time needed:	
<b>SUBJECT:</b> Authorizing the Franklin County Facilities office to issue a purchase order to lease a Bizhub C250i copier supplied by Abadan. This is through the NASPO Value Point Contract #140597 WA State #00619	
<b>FISCAL IMPACT:</b> \$1065.72 a year for 5 years	
<b>BACKGROUND:</b> The lease for the current copier will expire and we would like to set Facilities up with a new copier.	
<b>RECOMMENDATION:</b> Recommend approval of the attached resolution authorizing the Facilities Department to lease the Bizhub C250i for a 5 year period.	
<b>COORDINATION:</b> Liz Cupples, Information Services	
<b>ATTACHMENTS:</b> Purchase Order	
<b>HANDLING / ROUTING:</b> (Once document is fully executed it will be imported into Document Manager. Please list <u>name(s)</u> of parties that will need a pdf)  Auditor  Facilities	

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

 **FACILITIES** Name, Title  
**DIRECTOR.**

**FRANKLIN COUNTY RESOLUTION \_\_\_\_\_**  
**BEFORE THE BOARD OF COMMISSIONERS**  
**FRANKLIN COUNTY, WASHINGTON**

***AUTHORIZING THE FRANKLIN COUNTY FACILITIES TO ISSUE A PURCHASE ORDER TO  
LEASE A BIZHUB C250I COPIER SUPPLIED BY ABADAN, THROUGH NASPO VALUE  
POINT MASTER AGREEMENT #140597, WA STATE #06619***

**WHEREAS**, the cost per copy and supplies excluding paper are regulated by the reference NASPO value Point Contract; and

**WHEREAS**, pursuant to RCW 36.32.120 and RCW36.01.010 the legislative authority of each county is authorized to enter into contracts on behalf of the county and have the care of the county property and management of the county funds and business; and

**WHEREAS**, the Board of Franklin County Commissioners constitutes the legislative authority of Franklin County and desires to authorize the purchase order as being in the best interest of Franklin County.

**NOW, THEREFORE, BE IT RESOLVED** the Franklin County Board of Commissioners hereby authorizes, the Facilities Director, to issue a purchase order to lease a Bizhub C250I copier through the NASPO Value Point master agreement #140597.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2023.

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

\_\_\_\_\_  
Chair

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

***ATTEST:***

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

\_\_\_\_\_  
Member

Franklin County  
1016 N 4th Ave  
Pasco, WA 99301  
509-546-3509  
is-accounting@franklincountywa.us

# PURCHASE ORDER

**Ordered From:**  
KMBS c/o Abadan  
220 22<sup>nd</sup> Ave E Suite 106  
Alexandrea MN 56308

**Ship To:**  
Franklin County Facilities  
3508 Stearman Ave  
Pasco WA 99301

P.O. DATE	REQUISITIONER	PO #	F.O.B. POINT	TERMS
8/2023				DUR

QTY	ITEM #	DESCRIPTION	UNIT PRICE	TOTAL
1	AA2M011	Bizhub C250i (60 mo Lease)	\$76.60 mo	\$76.60 mo
1	AAMNWX1	DF-714 Dual Scan Doc Feed		
1	135700	DK-516 Cabinet/Stand		
Service Contract .0078 B/W .05 Color CPC to include all Parts, Labor, Toner, and Staples Subtotal				\$76.60
Service Contract billed monthly on actual usage by Abadan 79 Aaron Dr Richland WA 99352 Tax				6.81
Shipping & Handling				Inc
NASPO Value Point Contract #140597 WA State # 06619 PE04182211R062723				
<b>TOTAL</b>				<b>\$88.81</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  
Facilities  
1016 N 4<sup>th</sup>  
Pasco, WA 99301  
509-543-2994  
jwagner@franklincountywa.gov

Authorized by



Date