

POULSBO AGREEMENT DISTRIBUTION SCHEDULE

SUBJECT: Washington State Administrative Office of the Courts – Purchase Reimbursement (ILA)

CONFORM AS TO DATES & SIGNATURES

- Approved by the City Council: N/A
- Completion: 02/15/2013
- Recorded: Posted to Website

DISTRIBUTE CONFORMED COPIES AS FOLLOWS:

- City Attorney
- Clerk's Department: Original
- Posted to Library Drive
- Posted to Web Site
- Finance:
- Fire District #18
- Mayor
- Municipal Court
- MRSC
- Parks/Recreation
- Planning/Building
- Police
- Public Works/Engineering:

Jill A. Boltz
City Clerk

July 3, 2013
Date

PURCHASE REIMBURSEMENT AGREEMENT
between
THE WASHINGTON STATE
ADMINISTRATIVE OFFICE OF THE COURTS
and
CITY OF POULSBO, MUNICIPAL COURT

AOC Information Technology Primary Purchase Agreement (ITPPA) Number: IAA09510
Purchase Reimbursement Agreement (PRA) Number: PRA13001

1. Purpose

This PRA Number PRA13001 is executed by the Washington State Administrative Office of the Courts (AOC) and the City of Poulsbo, Municipal Court (CUSTOMER) pursuant to the terms and conditions of ITPPA Number IAA09510. The parties acknowledge they have read and understand the terms and conditions therein. All rights and obligations of the parties shall be subject to and governed by the terms of the ITPPA. This PRA sets forth the obligations of the parties with respect to AOC's reimbursement to the CUSTOMER of funds which have been expended by the CUSTOMER for purchase of 1 Desktop computer and 1 Monitor.

2. Term and Termination

The term of the PRA is effective upon the date of execution by both parties through Friday, February 15, 2013. Termination of the PRA requires written notification to the other party. Extensions to the PRA can only be executed by the AOC, with written notification to the other party.

3. Responsibilities

3.1. The AOC will:

- 3.1.1. Provide specifications for the equipment covered by this agreement. (See Exhibit A).
- 3.1.2. Provide funds to reimburse the CUSTOMER for costs associated with the purchase of 1 Desktop computer and 1 Monitor pursuant to Subsection 3.2 below. The funding provided by AOC shall be at a maximum the amount required for the purchase of the equipment meeting the provided specifications or the actual cost, whichever is lower. Should the CUSTOMER acquire equipment that exceeds the provided specifications, the CUSTOMER shall be responsible for that portion of the acquisition costs which exceeds the reimbursable amount as referenced above.

3.2. The CUSTOMER will:

- 3.2.1. Purchase equipment that meets the specifications referenced above. Install and maintain the equipment purchased under this PRA, including providing network connectivity to the new equipment as needed. It is possible that a new network line may need to be installed by the CUSTOMER to provide connectivity to the equipment covered by this PRA.
- 3.2.2. Be responsible for all costs not reimbursed by the AOC pursuant to Subsection 4 below.
- 3.2.3. Submit invoices to the AOC pursuant to Subsection 5 below.
- 3.2.4. Submit, with the invoice, a completed copy of the exhibit supplying the specifications of the purchased equipment in the last column.

4. Reimbursement Amount

The AOC will reimburse the CUSTOMER up to \$700 for each Desktop computer and \$200 for each monitor, or the actual cost, whichever is lower. The actual cost shall include any tax and shipping costs incurred by the CUSTOMER.

5. Billing/Invoicing

Billing/invoicing will be in accordance with procedures outlined in the above-referenced ITPPA (IAA09510) and additional terms and conditions listed below.

6. Treatment of Assets and Property

CUSTOMER shall be the owner of any and all fixed assets or personal property jointly or cooperatively, acquired, owned, or disposed of pursuant to this PRA.

7. Modifications/Changes

This PRA may be modified at any time upon mutual written agreement of the parties. All such modification will be made as an amendment to the PRA and will take precedence over the original PRA.

8. Order of Precedence

If there is a conflict between this PRA and the above-referenced ITPPA, the conflict will be resolved by giving precedence first to this PRA and then to the ITPPA.

9. PRA Management

Unless otherwise indicated, all correspondence regarding this PRA should be directed to:

	CUSTOMER	AOC
Primary Contact	Linda Baker	Christine Winslow
Title	Administrator	Infrastructure Program Associate
Agency/Division	Poulsbo Municipal	Administrative Office of the Courts
Address	200 NE Moe St Poulsbo, WA 98370	1206 Quince St SE PO Box 41170 Olympia, WA 98504-1170
Phone	360-779-9846	(360) 705-5249
FAX	360-779-1584	(360) 956-5700
E-mail	lbaker@cityofpoulsbo.com	Christine.Winslow@courts.wa.gov

10. Authorization/Acceptance

This PRA and the underlying ITPPA constitute the entire agreement between the parties and supersedes all other communication, written or oral, related to the subject matter of the PRA. Execution of this PRA by both parties constitutes an addendum to the underlying ITPPA, which remains in full force and effect, except as may be specifically modified and agreed to between the parties within this PRA. The parties hereby acknowledge and accept the terms and conditions of this PRA.

AGREED:

STATE OF WASHINGTON
ADMINISTRATIVE OFFICE
OF THE COURTS

POULSBO MUNICIPAL

Lynne Alfasso 12-20-12
Signature Date

[Signature] 12/17/12
Signature Date

Lynne Alfasso
(printed)

REBECCA EDUKSON
(printed)

Data Dissemination
Title Administrator

Mayor
Title

Linda Baker 12/17/12
Linda Baker
Court Administrator

Court Desktop PC Specifications

COMPONENT	AOC REQUIREMENT	PURCHASED SYSTEM'S SPECIFICATION
Processor	Intel or AMD and may use a multi-core processor	
Processor Speed	3 GHz or more for single or 2.5 GHz or more for multi-core	
RAM	4 GB or more	
Hard Drive	80 GB or more	
Network Interface Card (NIC)	Ethernet minimum 10/100/1000	
Mouse	Standard MS compatible	
Keyboard	Standard MS compatible	
Operating System	Windows XP Professional other latest release of Microsoft Windows for business use	
Monitor	17" flat panel monitor or bigger	

Court Laptop PC Specifications

COMPONENT	AOC REQUIREMENT	PURCHASED SYSTEM'S SPECIFICATION
Processor	Mobile Intel Pentium or equivalent, including AMD Mobile Processor	
Processor Speed	2.2 GHz or more and may include multi-core processor technology	
RAM	4 GB or more	
Hard Drive	160 GB or more	
Network Interface	Ethernet minimum 10/100/1000	
Operating System	Windows XP Professional other latest release of Microsoft Windows for business use	
Display	15" XGA TFT, 14" WXGA or bigger	