

**PURCHASE REIMBURSEMENT AGREEMENT - PRA16002**  
**BETWEEN**  
**WASHINGTON STATE ADMINISTRATIVE OFFICE OF THE COURTS**  
**AND**  
**PEND OREILLE JUVENILE COURT**

AOC Information Technology Primary Purchase Agreement (ITPPA) Number: IAA05859  
Purchase Reimbursement Agreement (PRA) Number: PRA16002

**1. Purpose**

This PRA Number PRA16002 is executed by the Washington State Administrative Office of the Courts (AOC) and the Pend Oreille Juvenile Court (CUSTOMER) pursuant to the terms and conditions of ITPPA Number IAA05859. 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 2 desktop computers, and 2 monitors.

**2. Term and Termination**

The term of the PRA is effective upon the date of execution by both parties through Friday, February 12, 2016. 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 2 desktop computers, and 2 monitors, 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 (IAA05859) 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:

AOC Project Manager	Customer Project Manager
<p><b>Christine Winslow</b>            Infrastructure Project Coordinator            Administrative Office of the Courts            1206 Quince St SE            PO Box 41170            Olympia, WA 98504-1170            Christine.Winslow@courts.wa.gov            (360) 705-5249 FAX (360) 586-8869</p>	<p><b>Paula Holter-Mehren</b> <i>Cindy Delay</i>            Administrator            Pend Oreille Juvenile Court            229 S Garden Ave            PO Box 5050            Newport, WA 99156  <del>pholter@co.stevens.wa.gov</del> <i>Cdelay@pendoreille.org</i>            (509) 447-4021 FAX (509) 447-4323</p>



Court Desktop PC Specifications

COMPONENT	AOC REQUIREMENT	PURCHASED SYSTEM'S SPECIFICATIONS
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	8 GB or more	
Hard Drive	250 GB or more	
Network Interface Card (NIC)	Ethernet minimum 10/100/1000	
Mouse	Standard MS compatible	
Keyboard	Standard MS compatible	
Operating System	Windows 7 (64-bit) or 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 SPECIFICATIONS
Processor	Mobile Intel Pentium or equivalent, including AMD Mobile Processor	
Processor Speed	2.9 GHz or more and may include multi-core processor technology	
RAM	8 GB or more	
Hard Drive	125 GB or more	
Network Interface	Ethernet minimum 10/100/1000	
Operating System	Windows 7 (64-bit) or other latest release of Microsoft Windows for business use	
Display	14" or bigger	

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WASHINGTON  
COURTS

ADMINISTRATIVE OFFICE OF THE COURTS

September 16, 2015

Ms. Paula Holter-Mehren  
Pend Oreille County Juvenile Court  
229 S Garden Ave  
Newport, WA 99156

**RE:** Fiscal Year 2016 JIS Equipment Replacement Project (FY16ER)

Dear Ms. Paula Holter-Mehren:

In accordance with JIS policy, some equipment provided by the AOC is now eligible for replacement. The AOC allows you to purchase equipment locally and receive a reimbursement through contract or have the AOC provide equipment to you directly. Since you've previously utilized a contract/reimbursement method, I've provided you your new contract with this letter. Should you opt to have AOC provide the equipment instead, please contact me.

Reimbursements for the FY16ER will be provided at these rates or actual system cost whichever is less:

- desktop computer(s) \$900 – allotted as \$700 per computer and \$200 per monitor,
- laptops \$1,100 – only judicial officers can select a laptop instead of a desktop and external monitors are not reimbursed, and
- personal printer(s) \$250.

Equipment purchased through contract must meet or exceed AOC specifications, but is considered city/county-owned property that is installed and maintained by the city/county. Nor is this city/county owned equipment returned to AOC at its end-of-life.

The following list of equipment is eligible for replacement during this replacement cycle. This list contains only equipment currently eligible, and may not be a complete list of AOC-provided computer equipment currently at your location. Only the state-owned

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Ms. Paula Holter-Mehren  
September 16, 2015

assets – those with state tag numbers, must be returned to the AOC. Equipment listed by contract number does not need to be returned.

Item	Qty	State Tag or Contract Number	Judge's	Manufacturer	Description	Replacement Option*
COMPUTER	2	IAA05859 11001 C	FALSE	CONTRACT PURCHASE	Contract Purchased Desktop Computer and Monitor	Contract or AOC

\*Replacement Options:

- Computers/monitors and laptops can be replaced either through a contract or be supplied by the AOC.
- All judge's printers will be replaced through a contract.

Please contact me if you have any questions.

Name: Christine Winslow  
Title: Infrastructure Program Associate  
Email: [christine.winslow@courts.wa.gov](mailto:christine.winslow@courts.wa.gov)  
Phone: (360) 705-5249  
Fax: (360) 956-5700  
Address: State of Washington  
Administrative Office of the Courts  
Attn: Christine Winslow  
1206 Quince St SE  
PO Box 41170  
Olympia, WA 98504-1170

Sincerely,



Christine Winslow