WASHINGTON COURTS

JISC Equipment Replacement – Leasing Option

The question regarding reimbursement for information technology equipment was recently raised by members of the JISC. After careful review it has been determined that reimbursement for information technology equipment can be implemented with the following guidelines:

- Lease reimbursement begins no earlier than July 1, 2021.
- Courts wishing to participate in the lease reimbursement program must notify the AOC during the biennial budget development process; first cycle begins during the 2021-2023 biennium.
- Prepayment of lease costs will not be allowed. Reimbursement to the city or county will be made only after payment. Reimbursement will not be made more frequently than semi-annually.
- Reimbursement will be at the published rates.
- The replacement cycle remains at 5 years regardless of lease term(s).
- A formal notification letter or form, to be developed, will be required from the city, county or court requesting reimbursement for leased equipment. All guidelines and timelines must be strictly adhered to due to budgeting requirements.
- Lease reimbursement contracts shall be executed prior to reimbursement.
- Lease payments will not be continued in the event:
    - JISC elects to discontinue or temporarily stop equipment replacement or,
    - The legislature does not provide funding.