RESOLUTION APPROVING AGREEMENT WITH HEUBEL MATERIAL HANDLING

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6), the County has the power to do all acts in relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103, the powers of the County as a body are exercised by the County Board; and,

WHEREAS, the County of Sarpy desires to enter into a contract for services with Heubel Material Handling, as outlined in the Maintenance Agreements attached hereto; and,

WHEREAS, entering into the contract for services with Heubel Material Handling is in the best interests of the citizens of Sarpy County.

NOW, THEREFORE, BE IT RESOLVED by the Sarpy County Board of Commissioners that this Board hereby approves and adopts the agreements with Heubel Material Handling, a copy of which is attached.

BE IT FURTHER RESOLVED that the Chairman of this Board, together with the county Clerk, is hereby authorized to sign on behalf of this Board the agreement with Heubel Material Handling, a copy of which is attached, and any other related documents, the same being approved by the Board.

The above Resolution was approved by a vote of the Sarpy County Board of Commissioners at a public meeting duly held in accordance with the applicable law on the 20th day of December, 2016.

Attest

Sarpy County Board Chairman  

County Clerk
Memo

To: Sarpy County Board of Commissioners

From: Beth Garber

Re: Lektriever Maintenance Agreements

Both the Sarpy County Attorney’s Office and the Clerk of the District Court have two lektriever units for high capacity file storage. The attached agreement will provide preventative maintenance services for a fee of $720.00 per machine.

Please feel free to contact me with any questions.

December 15, 2016

Beth Garber

Cc: Deb Houghtaling
Mark Wayne
Scott Bovick
Brian Hanson
Debi Fabian
Carol Kremer
Kardex Lektriever Maintenance Agreement

Heubel Material Handling will provide professional maintenance services for the Kardex Remstar System comprised of the equipment listed below. The Preventative Maintenance Agreement covers the cleaning, lubrication, checking, and adjustment of the equipment. Refer to attached list for detail of services.

The customer agrees to make equipment promptly available for servicing upon arrival of the technician at location or an additional labor charge at the prevailing rate will be made for waiting time.

Name of Customer: Sarpy County Courthouse
Clerk of the District Court (8291-000)
Address: 1210 Golden Gate Drive
City, State, Zip Code: Papillion, NE 68046
Equipment Address: (same)

<table>
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<th>Qty.</th>
<th>Model Number</th>
<th>Serial Number</th>
<th>Rate</th>
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<td>1</td>
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This agreement will remain in effect from February 1, 2017 to January 31, 2018 unless otherwise canceled by the customer upon sixty days written notice. Per Visit Rate will not be increased during the term of this agreement.

Preventative Maintenance services are to be performed every 180 days. All work will be performed during normal working hours of 8:00 AM to 4:30 PM, excluding weekends and holidays.

Parts require replacement and can be replaced during this maintenance work will be furnished at regular parts prices, unless covered by warranty.

At these service periods, if any part of the equipment is found to require work and the technician is authorized to proceed with the same, labor and parts for each item will be charged at the prevailing prices.

Current Remstar Hourly rate of $140.00 per hour. After hours repairs are billed at one and one half the prevailing labor rate with a (4) hour minimum. Travel time is charged portal to portal with the exception when scheduled maintenance is performed.

All repairs are performed by Remstar Certified Technicians.

Customer Contact: Beth Garber
Department: Senior Buyer/Contract Administrator
Phone Number: (402)-593-4476

Acceptance:

Date: [Signature]
Heubel Representative

Date: [Signature]
Customer Representative
PREVENTATIVE MAINTENANCE AGREEMENT COVERS THE FOLLOWING:

1. Complete check and test of all safety systems
   A. Safety adjustment of photocells and micro-switches
   B. Upper and Lower stop switches. Emergency stop switch

2. Check square and level condition of unit.

3. Check and adjust/replace as necessary.
   A. Lift chain tension
   B. Extractor chains
   C. Extractor Drive Belt
   D. Extractor wheel adjustments
   E. Encoder set screws
   F. Extractor level
   G. Extractor to front shelf offset
   H. Extractor to rear shelf offset
   I. Height detectors
   J. Work station proximity switches

4. Lubricate
   A. Lift chain
   B. Extractor chain
   C. Work station extractor rollers
   D. Extractor wheels
   E. Clean extractor slides
   F. Check Motor gear oil

5. Check and replace as necessary
   A. Work station lamps and switches
   B. Keyboard functions and LEDs
   C. cables to extractor

6. Extractor trays from top, middle, and bottom of unit.

7. Check main power supply (verify voltage)

9. Check with operators for questions and complaints.

PREVENTATIVE MAINTENANCE AGREEMENT DOES NOT COVER:

1. Inspection jobs, adjustments, and repair jobs which are necessary in order to put the equipment in operating condition at the beginning of the service agreement

2. Delivery and installation of replacement parts

3. General overhauling of equipment
Kardex Lektriever Maintenance Agreement

Heubel Material Handling will provide professional maintenance services for the Kardex Remstar System comprised of the equipment listed below. The Preventative Maintenance Agreement covers the cleaning, lubrication, checking, and adjustment of the equipment. Refer to attached list for detail of services.

The customer agrees to make equipment promptly available for servicing upon arrival of the technician at location or an additional labor charge at the prevailing rate will be made for waiting time.

Name of Customer: Sarpy County Courthouse
County Attorney Office (8292-000)
Address: 1210 Golden Gate Drive
City, State, Zip Code: Papillion, NE 68046
Equipment Address: (same)

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Current Remstar Hourly rate of $150.00 per hour. After hours repairs are billed at one and one half the prevailing labor rate with a (4) hour minimum. Travel time is charged portal to portal with the exception when scheduled maintenance is performed.

All repairs are performed by Remstar Certified Technicians.

Customer Contact: Beth Garber
Department: Senior Buyer/Contract Administrator
Phone Number: (402)-593-4476

Acceptance:

Date: __________________________ Date: __________________________

[Signature]
Heubel Representative

[Signature]
Customer Representative
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1. Complete check and test of all safety systems
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   B. Upper and Lower stop switches, Emergency stop switch

2. Check square and level condition of unit.

3. Check and adjust/replace as necessary.
   A. Lift chain tension
   B. Extractor chains
   C. Extractor Drive Belt
   D. Extractor wheel adjustments
   E. Encoder set screws
   F. Extractor level
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