

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only
() Action

FROM (DEPT/ DIVISION): County Counsel

SUBJECT: Maintenance Payable

<p>Background:</p> <p>A payable is before the Board for approval due to the amount. The payment is for the annual maintenance and service agreement for the Stafford Hansell Government Center elevator.</p>	<p>Requested Action:</p> <p>Approve payable to Otis Elevator Co. in the amount of \$8,353.68</p>
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ATTACHMENTS : Payable

If payable/purchase/contract:

Amount: \$8,353.68

Duration (if contract): Annual

Line Item: 35060-520009

Budgeted: Yes No

To be notified of Meeting:

Needed at Meeting:

*****For Internal Use Only*****

Scheduled for meeting on: April 1, 2026

Action taken:

Follow-up:



CUSTOMER NO.: 443916 Staff & Hansell Government Center
DATE: 3/16/2026 **DUE DATE:** 4/1/2026
INVOICE NO.: 100402269537

ACCOUNT SUMMARY	
BUILDING ADDRESS	
STAFFORD HANSELL GOVT CTR 915 SE COLUMBIA DR HERMISTON OR 97838-9422	
CONTRACT: 76064 SRW04018	
Maintenance Service from 4/1/2026 to 3/31/2027	\$8,611.92
Special Billing	\$-258.24
NET SERVICE CONTRACT AMOUNT	\$8,353.68
Sales Tax	\$0.00
TOTAL SERVICE CONTRACT AMOUNT DUE	\$8,353.68

IMPORTANT MESSAGES

To automate your payment, opt in to paperless billing, or to change your billing address, please visit <https://otis.payinvoicedirect.com> or scan the QR code below.



ACH Payment Information:
 Bank Name: JP Morgan Chase
 Acct Name: Otis Elevator Company
 Acct #: 55-20622
 Routing #: 071000013

QUESTIONS?

AR Rep's Email:
ncaa.collections@otis.com

AR Rep's Phone#: 1-844-636-6847
OTISLINE@: 1-800-233-6847

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WE CERTIFY THAT GOODS WERE PRODUCED IN COMPLIANCE WITH ALL APPLICABLE REQUIREMENTS OF SECTIONS 6, 7 AND 12 OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, AND OF REGULATIONS AND ORDERS OF THE UNITED STATES DEPARTMENT OF LABOR ISSUED UNDER SECTION 14 HEREOF.

PAYMENTS NOT RECEIVED BY THE DUE DATE OF THE INVOICE SHALL INCUR AN INTEREST CHARGE OF THE OVERDUE AMOUNT CALCULATED FROM THE PAYMENT DUE DATE OF THE INVOICE AT THE RATE OF ONE AND ONE HALF PERCENT (1.5%) PER MONTH (18% PER ANNUM) OR THE MAXIMUM RATE ALLOWED BY APPLICABLE LAW, WHICHEVER IS LESS. A PROCESSING FEE WILL BE APPLIED TO CREDIT CARD PAYMENTS.

DETACH DOCUMENT ALONG PERFORATION. ENCLOSE AND RETURN THIS COUPON WITH YOUR PAYMENT.



11760 US Hwy 1 Suite W103 Palm Beach Gardens FL 33408

MB 01 008186 20289 H 31 A



UMATILLA CTY CRTHSE
216 SE 4TH ST
PENDLETON OR 978012692

CUSTOMER NO.: 443916
DUE DATE: 4/1/2026
INVOICE NO.: 100402269537
TOTAL SERVICE CONTRACT AMOUNT: \$ 8,353.68

MAKE CHECK PAYABLE TO:

Otis Elevator Company
PO Box 73579
Chicago IL 60673-7579



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