



**Information &
Communications
Technology
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: June 5, 2018

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>

CONTACT PERSON: Yolanda Saldana PHONE: 636-4763

SUBJECT: Approve a purchase from the Visalia Convention Center

REQUEST(S):

That the Board of Supervisors:

1. Approve a purchase from the Visalia Convention Center in an amount not to exceed \$9,650 for use of meeting space and amenities for the 2018 Central Valley Technology Expo & Conference from February 21, 2018.

2. Find that the Board had authority to approve this purchase as of February 21, 2018, and that it was in the County's best interest to approve the purchase on that date. It was impractical for the Board to take action prior to February 21, 2018, due to the unforeseen needs for extra space and amenities.

SUMMARY:

Tulare County Information and Communications Technology (TCiCT) is responsible for maintaining the safety and performance of Tulare County's information technology assets, including the training of County personnel. To support this training initiative, TCiCT contracted with the Visalia Convention Center to provide the annual Central Valley Technology Expo & Conference (CVTEC). This event took place on February 21, 2018. The cost of the meeting space, equipment, amenities, meals and taxes totaled \$7,536.90. This cost was approved by the County Purchasing Agent on November 3, 2017.

After this agreement had been signed, additional services were requested from the venue. Services included additional room space, equipment, electrical needs, refreshments, etc. This added \$2,083.10 in fees and taxes to the total charge.

SUBJECT: Approve a purchase from the Visalia Convention Center
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TCiCT received notice of this additional charge after the event had concluded. Because the County's Purchasing Department does not have the authority to approve a purchase after the fact, the approval of this Board is needed to pay the invoice

FISCAL IMPACT/FINANCING:

The cost of this purchase is an amount not to exceed \$9,650 and is included in the FY 2017/18 budget to be paid from account number 071-090-2900-7066. There is no Net County Cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes the Safety and Security Initiative to promote County-wide loss prevention and workplace safety and protect business and individuals from white collar crime. The plan also includes the Organizational Performance Initiative to continuously improve organizational effectiveness and fiscal stability. The leadership workshop held at the Visalia Convention Center helps fulfill both of these initiatives through training programs by increasing employee knowledge of safety and security

ADMINISTRATIVE SIGN-OFF:



Peg L. Yeates
Information & Communications Technology Director

cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s)

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE A)
PURCHASE WITH THE VISALIA) Resolution No. _____
CONVENTION CENTER) Agreement No. _____
)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: MICHAEL C. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved a purchase from the Visalia Convention Center in an amount not to exceed \$9,650 for use of meeting space and amenities for the 2018 Central Valley Technology Expo & Conference from February 21, 2018.
2. Found that the Board had authority to approve this purchase as of February 21, 2018, and that it was in the County's best interest to approve the purchase on that date. It was impractical for the Board to take action prior to February 21, 2018, due to the unforeseen needs for extra space and amenities.