



Assessor
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: December 11, 2018 - REVISED

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"/>
County Counsel Sign-Off	Yes <input checked="" type="checkbox"/>	N/A <input 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 checked="" type="checkbox"/>	N/A <input 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: Tim Kochendarfer PHONE: (559) 636-5125

SUBJECT: Approve the purchase of a capital asset.

REQUEST(S):

That the Board of Supervisors:

1. Approve the capital asset purchase of a scanner in an amount not to exceed \$21,750.
2. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

SUMMARY:

A high volume scanner in the Assessor’s Office has reached end of life. The unit is no longer eligible for a service contract and replacement parts have become scarce. Funds for the replacement scanner were built into the FY 18/19 budget. An oversight caused the item to not be enumerated in the capital asset purchase list. The Assessor is requesting the approval to purchase using those funds.

FISCAL IMPACT/FINANCING:

The cost of \$21,750 will be covered through the Assessor’s regular annual FY 18/19 budget. The attached AUD 308 moves \$21,750 from existing office expense appropriations, to an office machine capital asset acquisition line. No additional Net County Cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County’s five-year strategic plan includes organization performance. Additional scanned documentation will permit improved organizational efficiency.

SUBJECT: Approve the purchase of a capital asset
DATE: December 11, 2018

ADMINISTRATIVE SIGN-OFF:



Tim Kochendarfer
Assistant Assessor/Clerk-Recorder

cc: County Administrative Office

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

IN THE MATTER OF APPROVE THE)
PURCHASE OF A CAPITAL ASSET) Resolution No. 2018-_____
)
)

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: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

- 1. Approved the capital asset purchase of a scanner in an amount not to exceed \$21,750.
- 2. Approved the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

AUD-308 - Budget Adjustment Form

11:07 AM

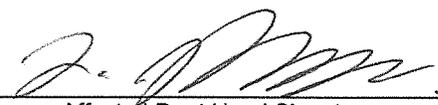
12/03/18		05/19	2019
Date	Document ID Number	Accounting Period	Budget Fiscal Year
Assessor/Clerk Recorder		Tim Kochendarfer	6-5126
Agency Name		Contact Person	Phone
			Extension

Action** A,C,D	Fund	Dept	Appr #				LEVEL 1 Finish Here	Current Amount	Revised Amount	Inc / Dec Amt
C	001	025	025SSUP					750,793	729,043	(21,750)
C	001	025	025CAP					77,682	99,432	21,750
										-
										-
										-
										-
										-
										-
										-
Appropriations Total							<i>Need Not Equal Zero</i>	828,475	828,475	-

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
A	001	025	025SSUP	1025	8325				21,750	21,750
C	001	025	025SSUP	1025	7036			181,000	159,250	(21,750)
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
Line Total							<i>Must Equal Zero</i>	\$ 181,000	\$ 181,000	\$ -

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

To create fixed asset Acct Line for Assessor Scanner to be purchased. 001-025-1025-025SSUP-8325.



Affected Dept Head Signature

Other Affected Dept Head Signature

Checked By: _____ County Executive Office Action: No. _____ Date: _____ () Approved () Disapproved	Entered By: _____ Date: _____ Distribution: 1: BOS/CAO/Auditor
By: _____ Board of Supervisors Action: No. _____ Date: _____	

**** Action Codes: A=Add, C=Change, D=Deactivate**
 * Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, except for ISFs
 * Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa
 * Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa



Western Integrated Systems
 3640 Grand Avenue, Suite 100
 Oakland, CA 94610
 4159891777
 jim.hughes@westint.com
 www.westint.com

Price Quote

ADDRESS
 County of Tulare, TCICT
 Assessor's Office

SHIP TO
 County of Tulare, TCICT
 Visalia IT Office
 221 S. Mooney Blvd, Rm 9 E
 ATTN: Ruben Espino 559-636-4848
 Visalia, CA 93291

PRICE QUOTE #	DATE	EXPIRATION DATE
1118/Rev 62001TCJEH	09/06/2018	11/06/2018

SHIP VIA
 Surface Truck

PURPOSE
 Scanner-NASPO # MNWNC-111

PRODUCT	QTY	UNIT PRICE	LINE TOTAL
Scanner Sales (Fujitsu) Fujitsu, Model fi-6800 Scanner	1	16,460.00	16,460.00T
Scanners (Fujitsu) Maintenance Agreements Fujitsu, ScanCare MA, NBD	1	4,495.00	4,495.00
Kofax Products Kofax VRS S/W License Production (Electronic Download-No tax)	1	2,495.00	2,495.00
Scanner Sales (Fujitsu) Trade-in Fujitsu 5900 Scanner, Trade in Fujitsu fi5900 scanner is \$3,200. Please indicate on PO that Fujitsu is authorized to issue payment direct to Western Integrated Systems for this amount..	1	-3,200.00	-3,200.00

SUBTOTAL	20,250.00
TAX (8.5%)	1,399.10
SHIPPING	100.00
TOTAL	\$21,749.10

Payment Terms: Net 30
 All taxable items must include the applicable sales tax unless the buyer provides a valid resale certificate.

Remit payment to:
 Western Integrated Systems
 P. O. Box 26830
 San Francisco, CA 94126-6830

Accepted By

Accepted Date