



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

**BOARD OF SUPERVISORS**

KUYLER GROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
EDDIE VALERO  
District Four  
DENNIS TOWNSEND  
District Five

**AGENDA DATE:** February 26, 2019 - 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"/>
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: Marilyn Lucas    PHONE: 622-7313				

**SUBJECT:** Approve a Capital Asset purchase of a Cargo Van.

**REQUEST(S):**

That the Board of Supervisors:

1. Approve a Capital Asset purchase of a Cargo Van in an amount not to exceed \$35,000 and
2. Approve the necessary budget adjustments per the attached AUD 308 (4/5<sup>th</sup> vote required).

**SUMMARY:**

The Tulare County Information & Communications Technology (TCiCT) Department is requesting approval to purchase a Cargo Van.

This purchase request is to replace a TCiCT vehicle that was involved in an accident on September 17, 2018. This cargo van will be used by a Networks Technician to provide technical network infrastructure repairs and installations at various locations throughout Tulare County.

TCiCT has been working in collaboration with County Risk in obtaining insurance recovery reimbursements from the insured parties. It should be noted that there is a \$10,000 self-insurance deductible that TCiCT will have to fund to obtain this capital asset.

If approved, this capital asset purchase will assist the department in continuing its efforts to provide the County with accessible and high quality information services.

**SUBJECT:** Approve a Capital Asset purchase of a Cargo Van  
**DATE:** February 26, 2019

TCiCT has worked in collaboration with both Purchasing and Motor-Pool Departments in preparation of the acquisition of the Cargo Van. Purchasing has completed a price check and/or quick-quote with a local vendor; the out-the-door price, including tax and delivery fees, is well within our estimated cost of \$35,000. Additionally, Motor-Pool has reviewed and approved the vehicle specifications.

**FISCAL IMPACT/FINANCING:**

Funds for the purchase of this van will be reimbursed through insurance recovery reimbursements; in excess of the \$10,000 deductible. Overall, this change in the capital asset request results in an increase of \$35,000. The capital asset expenditure of \$35,000, will be recorded under 071-090-2900-8342 (Autos), revenues of \$25,000 will be recorded under 071-090-2900-5838 (Insurance Recoveries) and \$10,000 under 071-090-2900-9407 (Operational Services Revenue). There is No Net County Cost.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's five-year strategic plan includes the Organizational Performance Initiative to provide the County with accessible and high quality information services that are timely. The new cargo van will enable the TCiCT Network Team to fulfill its information services to the public and the County.

**ADMINISTRATIVE SIGN-OFF:**



Peg L. Yeates  
Information & Communications Technology Director

cc: County Administrative Office

Attachment(s)  
AUD 308

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

IN THE MATTER OF APPROVE A CAPITAL )  
ASSET PURCHASE OF A CARGO VAN ) Resolution No. \_\_\_\_\_  
 ) 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:

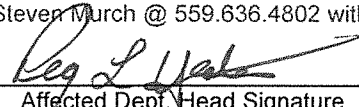
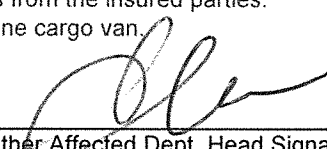
ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

1. Approved a Capital Asset purchase of a Cargo Van, in an amount not to exceed \$35,000; and
2. Approved the necessary budget adjustment per the attached AUD 308 (4/5<sup>th</sup> vote required).

## County of Tulare — Auditor Controller Budget Adjustment Form

02/13/19							8/19		2019		9:42 AM
Date							Document ID Number		Accounting Period		Budget Fiscal Year
TCiCT							Steven Murch		636.4802		
Agency Name							Contact Person		Phone		Extension
Action** A,C,D	Fund	Dept	Appr #				<b>LEVEL 1 Finish Here</b>	Current Amount	Revised Amount	Inc / Dec Amt	
A	071	090	090CAP					35,000	35,000	-	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
<b>Appropriations Total</b>							<i>Need Not Equal Zero</i>	-	35,000	35,000	
Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	<b>LEVEL 2 Start Here</b>	Current Amt	Revised Amount	Inc / Dec Amt	
A	071	090	090CAP	2900	8342			35,000	35,000	35,000	
C	071	090		2900		5838		25,000	25,000	(25,000)	
C	071	090		2900		9407		23,029,939	23,039,939	(10,000)	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
										-	
<b>Line Total</b>							<i>Must Equal Zero</i>	\$ 23,029,939	\$ 23,099,939	\$ -	
<b>Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)</b>											
<p>This request provides the accounting lines to replace a TCiCT vehicle that was in an accident on September 17, 2018. This van will be used by a Networks Technician to provide technical network infrastructure repairs and installations throughout Tulare County. TCiCT has been working with Risk in obtaining insurance recovery reimbursements from the insured parties. The Board Agenda Item is scheduled on 02/26/2019 for the approval to purchase one cargo van. Please refer to Steven Murch @ 559.636.4802 with any additional questions.</p>											
 _____ 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: _____											
<b>** Action Codes: A=Add, C=Change, D=Deactivate</b> * 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											