



**GENERAL SERVICES AGENCY  
CAPITAL PROJECTS  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

EDDIE VALERO  
District Four

DENNIS TOWNSEND  
District Five

**AGENDA DATE:** March 19, 2019

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: Maria Benavides		PHONE: 205-1124

**SUBJECT:** Capital Asset Purchase of an All-In-One Scanner and Plotter

**REQUEST(S):**

That the Board of Supervisors:

1. Approve a capital asset purchase of a scanner and plotter in an amount not to exceed \$8,700.

**SUMMARY:**

The Capital Projects Division of the General Services Agency has the need for a large scale scanner and plotter. The machine will be used to scan and print full size plan sets.

Currently, Capital Projects does not have the ability to print or scan plan sets. The Division relies on outside services to re-create plan sets for review and distribution, and to produce electronic copies.

The proposed scanner and plotter will save time and resources, and allow Capital Projects to be more efficient. The Division will still use outside sources to print large-scale projects with 50 or more plan sheets. However, it will be able to print all smaller projects in-house.

It is requested that the Board approve a capital asset purchase of a scanner and plotter in an amount not to exceed \$8,700.

**FISCAL IMPACT/FINANCING:**

The funds to purchase the scanner and plotter will come from Capital Projects Fund

**SUBJECT:** Capital Asset Purchase of an All-In One Scanner and Plotter

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030-086-3100-7066.

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

The County's Strategic Business Plan includes the Organizational Improvement initiative. This project will ensure that Capital Projects has the necessary equipment to achieve their mission and serve their customers.

**ADMINISTRATIVE SIGN-OFF:**



Kyle Taylor  
Capital Projects Coordinator III

cc: County Administrative Office

Attachment(s)

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

IN THE MATTER OF CAPITAL ASSET )  
PURCHASE OF AN ALL-IN ONE ) RESOLUTION NO. \_\_\_\_\_  
SCANNER AND PLOTTER ) 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 scanner and plotter in an amount not to exceed \$8,700.