



Information & Communications Technology COUNTY OF TULARE AGENDA ITEM

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: April 1, 2014

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: Yolanda Saldana PHONE: 559-636-4763

SUBJECT: Approve Capital Asset purchase.

REQUEST(S):

That the Board of Supervisors:

1. Approve the Capital Asset purchase of a used Forklift with Gray Lift Inc. in an amount not to exceed \$14,999.
2. Approve the necessary budget adjustments per the attached AUD 308 (requires 4/5ths vote).

SUMMARY:

The County's strategic plan strives for continual improvement in organizational performance, particularly by the use of state-of-the-art technology to better support and provides services to the clients and promote workplace safety.

On January 28, 2014 the Board of Supervisors approved a Lease Agreement between County of Tulare and KRME Partnership for space located at 2200 West Midvalley Avenue, Visalia. This warehouse is not equipped with a dock which makes it unfeasible to unload freight. The purchase of the used forklift will help with productivity by allowing staff to unload larger volumes of items and safely arrange, organize and use vertical storage space available. We don't anticipate high usage of the used forklift, which will increase the lifespan. The purchase of a used forklift is more cost effective versus a lease and it can give us potential savings of up to \$11,000. Following the purchase and as part of FY 2014/15 budget, PM service will be setup on a quarterly basis for proper upkeep of the forklift.

SUBJECT: Approve Capital Asset Purchase.

DATE: April 1, 2014

FISCAL IMPACT/FINANCING:

The cost of the Forklift is in an amount not to exceed \$14,999. This capital asset costs are included in the FY 2013/14 budget to be paid from account number 071-090-2900-8326. The attached AUD 308 will transfer \$15,859 for the purchase of capital assets. No additional Net County Cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five year strategic plan includes the Safety and Security and Organization Performance initiatives to promote countywide loss prevention and workplace safety. This purchase help us fulfill these initiatives by providing the County with state of the art technology and infrastructure to support better service delivery.

ADMINISTRATIVE SIGN-OFF:

Peg L. Yeates
Information & Communications Technology Director

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

Attachment(s)
Attachment A — AUD 308

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

IN THE MATTER OF APPROVING CAPITAL)
ASSET PURCHASE) 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: JEAN M. ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved the Capital Asset purchase of a used Forklift with Gray Lift Inc. in an amount not to exceed \$14,999.
2. Approved the necessary budget adjustments per the attached AUD 308 (requires 4/5th vote).

County of Tulare Budget Adjustment Form										8:44 AM		
3/18/14								09/14		2014		
Date				Doc ID		APRD fm fm fy fy				Budget F/Y yy		
						TCiCT		Angela Rose 636-4804				
						Agency Name		Contact Person	Phone		Ext	
Action* * A,C,D	Fund	Dept	APPR #					Current Amount	Revised Amount	Inc / Dec Amt		
A	071	090	0901CAP				LEVEL 1 Finish Here		15,859	15,859		
C	071	090	0901SSUP				Appropriation Totals	3,421,147	3,405,288	(15,859)		
							This level may not balance due to revenue lines posted in level 2 below.			-		
											-	
											-	
											-	
											-	
											-	
Appropriations Total								3,421,147	3,421,147	-		
Action* * A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt		
A	071	090	0901CAP	2900	8326		Line Totals		15,859	15,859		
C	071	090	0901SSUP	2900	7043		Line Totals	3,421,147	3,405,288	(15,859)		
Each fund must balance						Total Inc/Dec must be zero		\$ 3,421,147	\$ 3,421,147	\$ -		
Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)								Perform a SMART BUDGET ROLL-UP before VALIDATING				
Purchase of used forklift for ICT warehouse												
Affected Dept Head Signature						Other Affected Dept Head Signature						
Checked By: _____								Entered By: _____				
County Executive Office Action: No. _____ Date: _____								Date: _____				
() Approved () Disapproved								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, and vice versa												
* Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa												