

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT General Services Agency - Information Technology	(2) MEETING DATE 1/8/2013	(3) CONTACT/PHONE Guy Savage 781-5200	
(4) SUBJECT Request to authorize a budget adjustment in the amount of \$13,500 in Fund Center 114 - Information Technology from within accounts to purchase two (2) line printers in the County Data Center and to amend the Fixed Asset List to add two (2) printers. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board approve a budget adjustment in the amount of \$13,500 in Fund Center 114 - Information Technology and amend the Fixed Asset List to add two (2) printers.			
(6) FUNDING SOURCE(S) General Fund	(7) CURRENT YEAR FINANCIAL IMPACT \$13,500.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. _____) <input type="checkbox"/> Board Business (Time Est. _____)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1213074 <input checked="" type="checkbox"/> 4/5th's Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date _____	
(17) ADMINISTRATIVE OFFICE REVIEW <i>Nikki J. Schmidt</i>			
(18) SUPERVISOR DISTRICT(S) All Districts -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: General Services Agency - Information Technology / Guy Savage
781-5200

DATE: 1/8/2013

SUBJECT: Request to authorize a budget adjustment in the amount of \$13,500 in Fund Center 114 - Information Technology from within accounts to purchase two (2) line printers in the County Data Center and to amend the Fixed Asset List to add the two (2) printers. All Districts.

DISCUSSION

General Services Agency - Information Technology (GSA-IT) provides printing services to County departments in support of daily operations. In October 2012, print jobs originating from the mainframe system were reviewed to determine if they should continue to be provided on paper or be converted to electronic. The review concluded that mainframe reports printed on the impact printers are critical to departments utilizing reports generated from the property tax system. Currently, GSA-IT is using two impact printers that were purchased in 1996. These printers are at a high risk of failure and new parts are no longer available. Recently, vendor provided maintenance and repair services have been required more frequently and have compromised the ability to provide consistent, ongoing printing services. The purchase of two, refurbished, replacement printers will enable GSA-IT to continue providing reliable printing services to meet the needs of County departments.

OTHER AGENCY INVOLVEMENT/IMPACT

The Auditor-Controller's office has reviewed and approved the Budget Adjustment Request. GSA-IT has consulted with County departments, considered alternative methods of providing information to departments, and concluded the need for printing is required to perform critical daily operations.

FINANCIAL CONSIDERATIONS

The purchase of two printers will utilize anticipated savings in Fund Center 114 services and supplies appropriated budget from a contract for utility mapping services that was negotiated for less than budgeted. No additional funding is required to purchase these items.

RESULTS

Approval of this request will allow GSA-IT to continue to meet County departmental printing needs in a timely manner and deliver excellence to our customers.